



WAREHAM

Town Council

Town Hall
East Street
Wareham
Dorset
BH20 4NS

5 February 2025

To: All Members of the Amenities Committee

YOU ARE HEREBY SUMMONED TO ATTEND a meeting of the **AMENITIES COMMITTEE** to be held on **11 FEBRUARY 2025** in the Council Chamber, Town Hall, East Street, Wareham at **7.30pm** (or on the rising of Planning and Transport) for the purpose of transacting the business set out in the agenda below.

All members of the public are welcome to attend.

Nicola Gray
Town Clerk

Please contact the Town Council office on 01929 553006 if you need any further information on this Agenda.

Members of the Amenities Committee

Councillor V Green (Chair)
Councillor I Davey
Councillor M Hill
Councillor D Robinson

Councillor S Wheatley (Deputy Chair)
Councillor K Critchley
Councillor L Kirk
Councillor M Cotton



11 FEBRUARY 2025 at 7.30pm

1. Apologies for absence

To receive, and consider for acceptance, apologies for absence. (LGA1972 s85)

2. Declarations of interest

To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk. (Localism Act 2011 s29-34)

3. Public participation time

An opportunity for members of the public to raise issues of concern or interest, ask a question or make a statement or present a petition or be part of a deputation. Public participation time will be conducted in accordance with the Council's 'Protocol for Public Participation Time' which is limited to 15 minutes, with no individual speaker exceeding a maximum of three minutes each. (LGA1972 s100)

4. Confirmation of minutes of previous meeting held on 8 OCTOBER 2024

To confirm, as a correct record, the minutes of the previous meeting of the Committee (LGA1972 sch12).

5. Matters arising from the minutes of the last meeting held on 8 OCTOBER 2024

To consider any matters arising from the previous minutes of the Committee.

6. Portable Pressure Washing Equipment Purchase

To consider the purchase of Portable Pressure Washing Equipment for Town Council Grounds Operative use.

7. Recreation Ground Bench Placement

To consider the location of an available bench's placement within the Recreation Ground

8. Wareham Wednesdays Bonfire Night Fireworks Feedback – VERBAL

To receive an update on feedback from the event.

9. Notice Board at Wareham Railway Station Spend Approval

To retrospectively approve the additional spend for the purchase of the Notice Board sited at the junction of Bere Road and Carey Approach.

10. Wareham Town Council Grass Cutting Contract 2025-26

To select a contractor to carry out grass and hedge cutting, strimming and ditch flailing at the Recreation Ground and Hauses Field.

11. Red Lion Benches

To consider the request from the owner of the Red Lion to move the benches from their current location on their property.

12. Self-Watering Planters Purchase for the Town Hall – TO FOLLOW

To consider the purchase of self-watering planters for the Town Hall Building.

13. Any other items the Chairman deems urgent

For report, information or for the agenda at the next meeting of the Amenities Committee. Councils cannot lawfully decide items of business which are not specified in the summons/agenda (LGA1972 sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119).

14. Confidential Session

At the conclusion of this part of the Agenda, the Chairman will move the following resolution:

That under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the meeting as publicity would be prejudicial to the public interest because of the nature of the business to be transacted.

15. Howard's Lane Toilet Tender Evaluation and Scoring – TO FOLLOW

To consider received tender submissions and select a successful contractor to recommend to Full Council.

16. Date of next meeting

To note the date of the next meeting, which is scheduled for **TUESDAY 15 APRIL 2025** at **7.30pm**.



Minutes of a meeting of the Amenities Committee held on Tuesday 8 October 2024 in the Council Chamber, Town Hall, East Street, Wareham at 7.30pm.

Committee Members present: Councillors V Green (Chairman), S Wheatley (Vice Chairman), L Kirk, I Davey, M Cotton, M Hill, D Robinson, K Critchley

Officers present: Sam Dickins, Deputy Town Clerk, K Babbs, Admin Officer

A 026/24 Apologies for absence

Apologies were received and accepted from Cllr M Hill

A 027/24 Declarations of interest

There were no declarations of interest.

A 028/24 Public participation time

There were no members of the public present.

A 029/24 Confirmation of the minutes of the previous meeting

The minutes of the previous meeting of the Amenities Committee held on 13 August 2024 were **APPROVED** and signed by the Chairman.

A 030/24 Matters arising from the minutes of the previous meeting

Cllr Critchley queried the expected arrival of the self-watering planters, and the Deputy Clerk noted that they were due for delivery the following week.

The Deputy Clerk noted that the Noticeboards in the Town Hall had been installed.

A 031/24 Tree at Hauses Field

Members considered the report regarding the proposed location of the fruit tree at Hauses Field.

It was **RESOLVED** that the proposed location and the type of fruit tree to be planted at Hauses Field was **APPROVED**.

A 032/24 Fence at Hauses Field

Members considered the request from the Northmoor Wildlife Haven Group to erect a small bamboo fence as detailed in the report.

It was **RESOLVED** that the request from the Northmoor Wildlife Haven Group to erect a small bamboo fence was **APPROVED**.

A 033/24 Bench outside The Red Lion Building

Members considered the request from the owner of the Red Lion in respect of the benches sited outside the building.

Cllr Green noted that correspondence had been received from the Town Trust stating their opposition to the benches being moved with a copy of the title plan dated 12 February 2024 included.

The Deputy Clerk noted it had been understood from the Red Lion building owner that the benches were located on premises belonging to him. The owner was seeking to move the benches due to anti-social gatherings at the benches and subsequent litter build up.

Members noted the benches' frequent use and concerns about the proposed new location.

Cllr Critchley suggested that the owner of the Red Lion Building provide proof of ownership to the Council prior to further consideration.

It was **RESOLVED** that ownership of the land on which the benches were sited be ascertained with proof provided to the Council and returned to the next meeting for consideration.

A 034/24 Banner at Recreation Ground (MUGA)

Members considered the request from the Jurassic Coast Raptors Basketball Club to hang a banner including details of the club to attract new members.

It was **RESOLVED** that permission be given to the Jurassic Coast Raptors Basketball Club to hang a banner the size which was agreed at 2' x 6' on the long side of the basketball court fence between the two entrances.

A 035/24 Notice Board at Wareham Railway Station

Members considered the report for the replacement of the Notice Board at Wareham Railway Station.

It was **RESOLVED** that a replacement notice board be purchased with **£1000** coming from 'Town Features and Furniture' budget cost code and **£154.54** coming from 'General Maintenance' cost code.

A 036/24 Sycamore Gap – The Launch of 'Trees of Hope'

Members considered whether to apply for the sapling and the proposed locations should the application be successful.

The Deputy Town Clerk noted that these locations would be contingent to permission from Landowners.

It was **RESOLVED** that location four be the agreed location and the Council apply to The National Trust for a sycamore sapling.

A 037/24 Howard's Lane Toilets Draft Specification

Members considered the draft Main Tender Document raising questions about which organisation would be responsible for ascertaining planning and road closure permissions. The Deputy Clerk noted it would be the responsibility of the successful contractor working with the Council.

Members considered the inclusion of cash payment options in the pay-to-use entry mechanism. The Deputy Clerk noted the costs associated with cash handling and the infrequent amount of cash transactions was an operational reason to exclude cash payments.

Cllr Robinson queried the rectification of defects timescales and retention amounts. The Deputy Clerk noted these would be included in the contract with the successful contractor rather than the main tender document.

Cllr Critchley asked whether there had been any engagement with the Conservation Officer at Dorset Council to ensure whether the project would comply with conservation legislation. The Deputy Clerk noted this would be done as part of the process.

It was **RESOLVED** that the Main Tender Document be approved and authority to progress with the planned works contingent to assurances being attained that there are no conservation restrictions prohibiting the demolition.

A 038/24 2025/2026 Draft Budget

Members considered the amenities draft budget and items to be included for the 2025/26 financial year.

Cllr Green noted her disappointment that the Christmas Market would not go ahead. Cllr Cotton and Cllr Critchley noted they understood that this was not currently feasible due to staff capacity.

Members queried the £500 increase in the budget for the Pavilion. The Deputy Clerk noted the increase was needed to maintain it to a reasonable standard.

It was **RESOLVED** that the committee approved the draft as a budget as a recommendation for the 2025/26 financial year.

A 039/24 Any other items the Chairman deems urgent

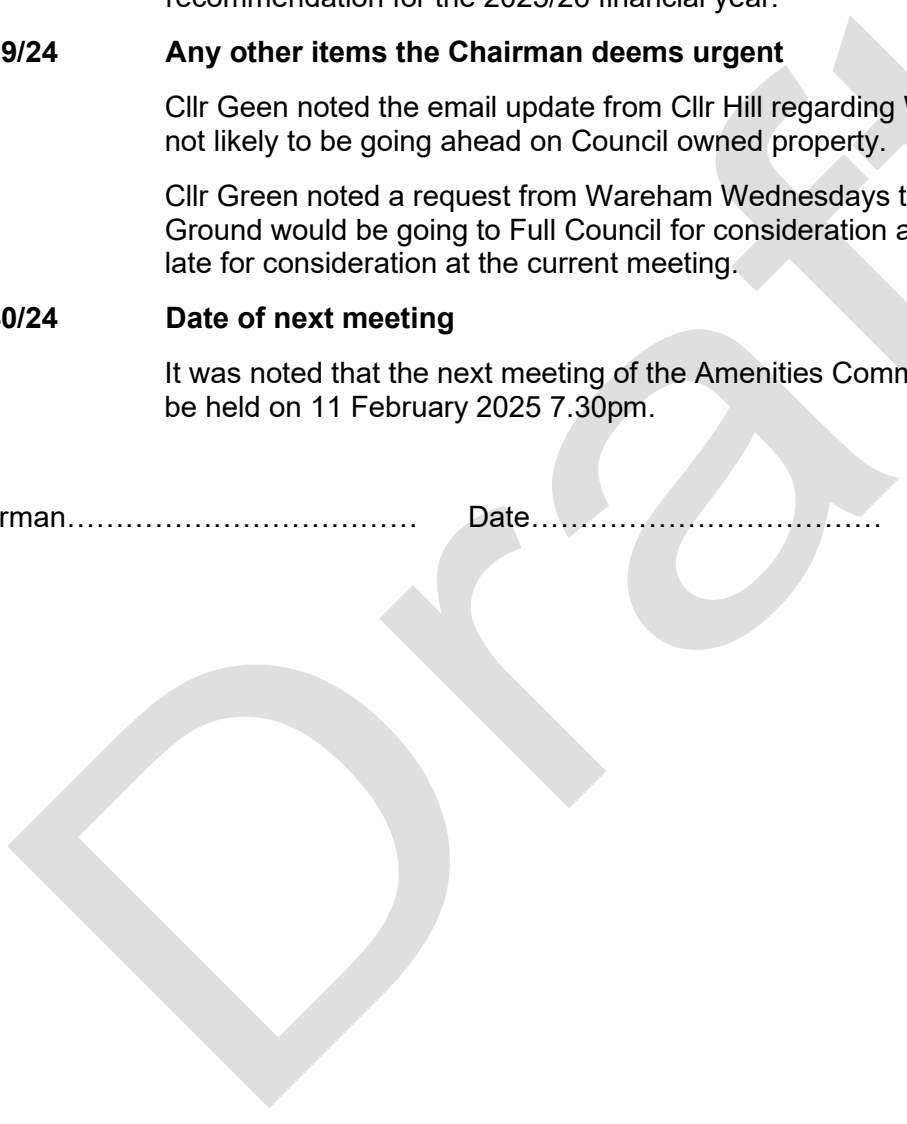
Cllr Geen noted the email update from Cllr Hill regarding Wareham Men’s Shed not likely to be going ahead on Council owned property.

Cllr Green noted a request from Wareham Wednesdays to use the Recreation Ground would be going to Full Council for consideration as the request arrived too late for consideration at the current meeting.

A 040/24 Date of next meeting

It was noted that the next meeting of the Amenities Committee was scheduled to be held on 11 February 2025 7.30pm.

Chairman..... Date.....






AMENITIES COMMITTEE REPORT

Meeting Date: 11 February 2025

Agenda Item: 6

Subject:	Portable Pressure Washing Equipment Purchase
Prepared by:	Sam Dickins, Deputy Town Clerk
Purpose of Report:	To consider the purchase of Portable Pressure Washing Equipment for Town Council Grounds Operative use.
Background:	Wareham Town Council Grounds Team Members carry out a wide range of duties to maintain and upkeep Wareham and many of its facilities for the benefit of members of the public, some of which requires specialised equipment.
Key Points:	<p>Wareham Town Council strives where possible to meet the needs of the Town and officers have identified several tasks which the grounds team are unable to complete because of lacking sufficient portable pressure washing equipment.</p> <p>Some of these are items such as regular cleaning of Council bins, benches, play equipment, public signage (road and pedestrian), pavement graffiti, underpass cleaning, organic spills, clearing duck excrement at the Quay, etc.</p> <p>Many of the above examples cannot be carried out manually in a cost-effective way.</p> <p>The budget line suitable for the purchase of portable pressure washing equipment has been identified (Vehicles – Machinery & Equipment) and has sufficient budget to allow for this to be acquired within the current financial year.</p> <p>Officers have identified the most cost-effective portable pressure washing equipment for these purposes.</p> <p>The identified equipment is available at a cost of £1315.00 (excl. VAT)</p> 
Implications	<p>Lack of Service Delivery - The lack of portable pressure washing equipment means the grounds are unable to carry out some of the abovementioned works.</p> <p>Reputational damage - The Council offices have received negative feedback and complaints from residents and visitors regarding signage and duck excrement at the Quay.</p>




	<p>Better service provision - Portable pressure washing equipment allows the Council to bring these works in-house, giving the Council agency over how and how consistently these works are carried out, rather than relying on partner organisations being able to carry these out on the Council's behalf. Members should consider options to future-proof Council services as there is a significant level of uncertainty regarding which services may or may not be devolved and expected of the Town Council.</p>
Recommendation	<p>To resolve to purchase the identified portable pressure washing equipment.</p>



AMENITIES COMMITTEE REPORT

Meeting Date: 11 February 2025

Agenda Item: 7

Subject:	Recreation Ground Bench Placement
Prepared by:	Sam Dickins, Deputy Town Clerk
Purpose of Report:	To consider the location of an available bench's placement within the Recreation Ground.
Background:	<p>The Council is in possession of a currently unused bench in one of the garages at the Recreation Ground. Potential locations for the bench have been outlined below.</p> <p>The bench is not only an asset which can be installed for the benefit of residents, but in its current location also takes up storage space for other Town Council equipment and impedes Grounds Team members from easily accessing tools and equipment needed.</p> 
Key Points:	<p>The type of bench (photographed above) makes it less suitable for placement on one of the main streets as the style is not in-keeping with the Council's other street benches.</p> <p>There would likely be additional costs and CAT underground detection scan preparations attached on a paved street as well as permission from Dorset Council depending on location.</p> <p>Installation on parts of the Saxon Walls would lead to unnecessary disruption of the heritage site and scheduled monument.</p> <p>Officers have noted the current lack of sitting facilities for spectators closest to the sporting provisions in the Recreation Ground.</p> <p>It would be pragmatic to install the bench to free up Town Council storage space</p>



In the image above 3 propose locations have been identified within the Recreation Ground. These locations have been suggested considering the current lack of seating provisions on this side of the playing fields and their suitability for members of the public to use these to serve spectators.

Location 1 marked with a **BLUE cross**: This location has been suggested due to its proximity to the football field and distance from other current seating facilities. Though this location can be suited for a bench consideration should be made for selecting this location and its proximity to the hedge which are currently cut by tractor drawn machines.

Location 2 marked with a **RED cross**: This location been suggested due to its proximity to the football field and central location for spectators. Placing a bench in a central location in the first instance introduces the possibility for additional benches to be added to the left and right in a visually in keeping manner in the future should additional benches be desired.

Location 3 marked with a **YELLOW cross**: Similarly to location 1, this location has been suggested due to its proximity to the football field and distance from other current seating facilities. Though this location can be suited for a bench



	consideration should be made for selecting this location and its proximity to the hedge which are currently cut by tractor drawn machines.
Implications	<p>There may be increased costs and logistical considerations for the installation of a bench in an alternative location.</p> <p>Not installing the bench would leave it in a location impeding access to the Council's storage on site.</p>
Recommendation	To resolve to install the bench in location 2 marked in RED.



AMENITIES COMMITTEE REPORT

Meeting Date: 11 February 2025

Agenda Item: 9

Subject:	Notice Board at Wareham Railway Station Spend Approval
Prepared by:	Sam Dickins, Deputy Town Clerk
Purpose of Report:	To retrospectively approve the additional spend for the purchase of the Notice Board sited at the junction of Bere Road and Carey Approach.
Background:	At the Amenities Committee meeting on 08.10.2024 it was resolved to purchase a Notice Board at Wareham Railway Station to replace the existing notice board erroneously reported at a cost £1,154.54
Key Points:	<p>The actual cost of this sign was realised to be £1,457.24</p> <p>Following the identification of the error, members were consulted via email on 01.11.2024 to inform members of the administrative error and seek approval from the committee to spend the additional £302.70 from "Town Features and Furniture" > "65 General Maintenance" to meet the unexpected shortfall.</p> <p>Following members approval via email, the Notice Board for Wareham Railway Station was purchased and will be installed once Dorset Council have confirmed approval to locate the notice board a short distance further along the footpath to ensure it does not encroach on the pavement. A CAT scan has taken place to establish where the utilities lay and may cause an impact, which has determined the need to relocate slightly.</p> <p>The approval of the additional £302.70 requires formal resolution to approve the total spend.</p>
Implications	Failure to acquire correct resolutions for spend falls foul of audit requirements and financial regulations.
Recommendation	To resolve to approve the additional spend for the purchase of the Notice Board for Wareham Railway Station

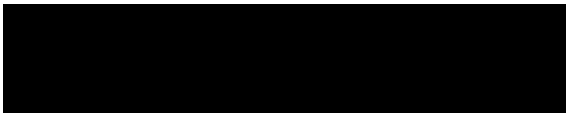
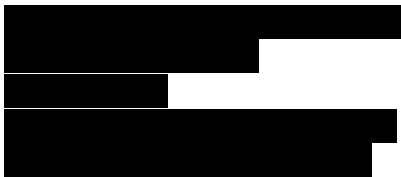


AMENITIES COMMITTEE REPORT

Meeting Date: 11 February 2025

Agenda Item: 10

Subject:	Wareham Town Council Grass Cutting Contract 2025-26
Prepared by:	Sam Dickins, Deputy Town Clerk
Purpose of Report:	To select a contractor to carry out grass and hedge cutting, strimming and ditch flailing at the Recreation Ground and Houses Field.
Background:	<p>To maintain the Town Council's public spaces, contractors have typically been appointed to complete tasks Wareham Town Council is unable to undertake.</p> <p>Contractors have previously been appointed to;</p> <ul style="list-style-type: none"> - Cut perimeter hedges with a tractor-mounted side arm flail (both sites). - Mow Northmoor Park (x1 per 4 weeks). - Mow the Recreation Ground (x1 per 2 weeks). - Strimmer around play features & gym equipment. - Annual ditch flailing (Northmoor Park). <p>These public spaces remain open to public use throughout the calendar year. A contractor is required to carry out these services for the Council's until such time that the Council has purchased equipment to bring the grass cutting provision in-house.</p>
Key Points:	<p>The Council resolved to create an earmarked reserve for a ride on lawn mower for the 2025-26 financial year. This purchase will have a lead time attached meaning it would not be operational in a timely manner to meet the Council's needs for these spaces this calendar year.</p> <p>In future years, there will not be a requirement for outsourced grass cutting, however, ditch flailing will still be required.</p> <p>The selected contractor will carry out the tasks specified in appendix 1 below for the coming season running from March to October.</p> <p>Members should consider value for money, quality of service and responsive partnership working of potential contractors.</p> <p>Quotes to carry out the specified work were received by midday on 05 February 2025. 4 Quotes were received by the deadline.</p> <p>Price breakdowns are available in Appendix 1. Service breakdowns are available in Appendix 2</p>
Implications:	Financial - Failure to maintain the space to an acceptable standard will result in potential lost revenue from lost bookings of sporting facilities due to the poor maintenance.
Recommendation	To consider the quotations for these works and select the contractor best value for money and quality of service to the Council.



RECIPIENT:

Wareham Town Council

Northmoor Park
Wareham, England BH20 4SQ

Quote #21	
Sent on	Feb 04, 2025
Total	£33,000.05

Product/Service	Description	Qty.	Unit Price	Total
Ground Maintenance	<p>Northmoor Park (March to October)</p> <p>Mow the entire field every four weeks to a 30-35mm cut (cuttings do not need to be collected). Mow smaller grassed areas (including fenced play areas) every four weeks, within two days of gang mower completion (cuttings do not need to be collected). Flail ditch once annually at a time to avoid wildlife disturbance, tidying up with hand equipment where necessary.</p> <p>Recreation Ground (March to October)</p> <p>Mow the entire field every two weeks to a 30-35mm cut (cuttings do not need to be collected). Mow internal banks and smaller grassed areas, including inside and outside all fenced areas, every two weeks (cuttings do not need to be collected). Flail perimeter hedge (inside face and top) once annually and tidy up with hand equipment where necessary (cuttings do not need to be collected). Hedge cutting to be carried out with a tractor-mounted side arm flail. Any areas not accessible with a flail will be trimmed by hand. Clippings to be blown back into the hedge line or removed as required.</p> <p>Cricket Outfield - Recreation Ground</p> <p>Mow cricket outfield to a height less than 20mm prior to matches (approximately 7 times, dates to be confirmed). Provide price for grass collection, if required.</p> <p>Additional Notes:</p> <p>All cutting will be performed with extreme caution, particularly in areas with steep ditches, and a risk assessment will be carried out. A text or email confirmation will be sent after each visit, alerting the Town Council to any issues. Invoicing will be monthly in arrears, based on work carried out in the preceding month. No use of chemicals without prior written approval from the Town Clerk. There are no composting facilities available on-site.</p>	12	£2,291.67	£27,500.04

[Redacted]

[Redacted]

Subtotal	£27,500.04
VAT (20.0%)	£5,500.01
Total	£33,000.05

Terms & Conditions
Scope of Services

[Redacted] offers professional services in tree surgery, land and vegetation clearance, and grounds maintenance. All work will be carried out as detailed in the agreed quotation. While every effort is made to ensure high-quality service, certain factors such as weather conditions, unforeseen site hazards, or access limitations may impact the timeline or methods used. Any necessary changes to the scope of work will be communicated to the client promptly.

Tree Surgery Work

Our experienced arborists will undertake tree surgery to industry standards, ensuring the safety of your property and surroundings. Tree surgery may include pruning, felling, or stump grinding, as outlined in your quote. Tree health and safety advice is provided in good faith, but [Redacted] cannot accept liability for unforeseen issues arising after the work is completed.

Land and Vegetation Clearance

Land and vegetation clearance services involve the removal of unwanted growth, shrubs, and debris as per the project agreement. Please note that it is the client's responsibility to identify and communicate the presence of any hazardous materials, such as asbestos or chemicals, before work begins.

Grounds Maintenance

Grounds maintenance covers lawn mowing, hedge trimming, planting, and related tasks as outlined in the service agreement. Seasonal variations, weather conditions, or unforeseen site issues may impact specific results.

Access and Preparation

Clients must ensure clear and safe access to the worksite for our team and equipment. If obstacles, hazards, or restricted access prevent the scheduled work from proceeding, [Redacted] reserves the right to charge for time lost or to reschedule the work. If additional equipment or labor is required due to site access issues, the client will be notified, and additional charges may apply.

Pet Waste Management Policy

The work area must be free of pet waste before our arrival. If pet waste is present, the client will be notified, and an additional charge of £80 plus VAT will apply if our team must navigate or remove waste. Excessively contaminated areas may result in delays and rescheduling fees.

Cancellations and Rescheduling

[Redacted]

- Cancellations made more than 5 working days prior to the service date: no charge.
- Cancellations made 4–2 working days prior: 25% of the total booking charge.
- Cancellations made within 2 working days: 60% of the total booking charge.

Rescheduling requests follow the same terms as cancellations. Rescheduling fees will be deducted from the final invoice.

Service Fee and Payment Terms

Payment is due upon receipt of the invoice unless otherwise agreed in writing. Accepted payment methods include bank transfer, cash, or cheque. Any delays in payment beyond the agreed terms may incur additional charges, including interest and legal costs for recovery. Disputes regarding invoices must be raised within 7 days of receipt.

Liability

[Redacted] holds public liability insurance for the services provided. However, we cannot accept liability for:

- Damage caused to underground services not identified and communicated by the client before work commences.
- Regrowth or recurrence of vegetation unless covered by an ongoing maintenance agreement.
- Events outside our control, including severe weather or unforeseen site conditions.

Entire Agreement

This document constitutes the entire agreement between the client and [Redacted]. Any amendments to this agreement must be confirmed in writing.

Contact Us

[Redacted]

By approving our quotation, you acknowledge that you have read, understood, and agree to these terms and conditions. Thank you for choosing [Redacted] for your tree surgery, land clearance, and grounds maintenance needs.



Outlook

RE: Wareham Town Council – Grass Cutting 2025-2026

[Redacted]

Date Tue 04/02/2025 11:29

To Deputy Clerk <Deputyclerk@wareham-tc.gov.uk>

Good Morning,

Please see below for our costs for Grounds Maintenance as requested.

Grass cutting and strimming of Northmoor Park	Every 4 weeks	£412 per occasion
Grass cutting of recreation ground	Every 2 weeks	£375 per occasion
Cut and collect grass arisings for cricket outfield	7 occasions	£225 per occasion
NB additional cuts Nov-Feb for Northmoor Park	As required	£412 per occasion
NB additional cuts Nov – Feb for Recreation Ground	As required	£375 per occasion
Flail bank at Northmoor Park	1 occasion	£310
Flail hedges at Recreation Ground	1 occasion	£620

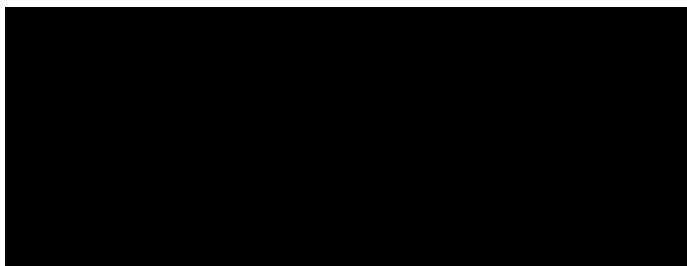
Additional works if required

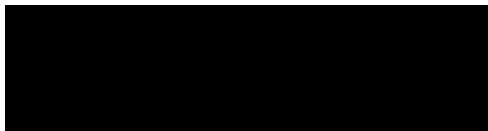
Verti draining of pitches and cricket outfield	1-2 occasions	£492
Quadra play (4 way aerator)	8 occasions	£257
Ground breaker (root development and drainage)	3-5 occasions	£257
Spring Tine Harrowing	3-5 occasions	£171
Deep slitting	3-5 occasions	£171
Spring Renovation incl seed, fertilizer and top dressing	1 occasion	£1,648
Selective Herbicide application	1 occasion	£514

Please don't hesitate to contact me if you require further information.

Regards

[Redacted Signature]





Service Level Agreement

The following contract tasks are the various services that we shall provide as part of our grounds maintenance proposal.

GRASS CUTTING

Provision is made for grass cuts throughout the main growing season for all grass featured in the areas listed in the planner. Frequency of grass cuts per area/space to be as per WTC's specification.

All grass cutting to be by strimmer and rotary-decked mowers on a cut and drop basis. Any litter on grass areas will be collected prior to cutting. Where appropriate, and by agreement in advance, a herbicide will be used to spray a c.100 mm strip adjacent to buildings and around obstacles, for example, tree bases.

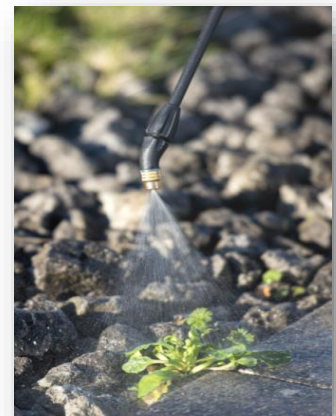
All arisings from grass cutting to be blown off paths and roadways back onto grass areas.

WEED CONTROL

All hard surfaces and gravelled areas shall be 'spot' sprayed using chemical applications of an appropriate herbicide to control the growth of weeds that have grown since the previous weed control visit. Any perimeter fence lines will also receive an application of herbicide annually.

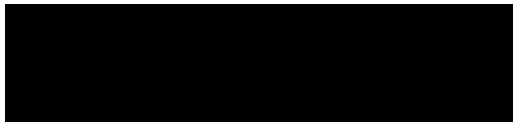
Where appropriate, shrub beds will be treated annually with an application of chemical herbicide to create a barrier film on the soil's surface to kill weeds as they emerge from the ground.

All spraying activities will be undertaken in line with current health and safety legislation, taking into account all environmental considerations, by trained operatives qualified with PA1 and PA6 spraying licences.



Service Options (not included in this proposal)

INVASIVE WEEDS – Should any invasive weeds, such as Japanese Knotweed, Himalayan Balsam, Giant Hog Weed and Ragwort, be observed on site, they will be reported to the customer upon discovery. A treatment programme will be supplied for eradication of the weed along with a cost to manage it throughout the term of the contract, to ensure it has been fully eradicated. Management of invasive weeds will be in accordance with the Environment Agency's Code of Practice for management and destruction. If the customer should require management of any invasive weeds, it can be undertaken as either one-off ad hoc jobs when required and invoiced separately to the contract as a variance, or added to the core contract where a revised proposal will be supplied for consideration.



MOSS MANAGEMENT – Moss on surfaces can create slippery conditions and looks unsightly. To manage persistent moss growth on hard surfaces, the moss can be firstly sprayed with a moss killer herbicide which will render the moss dead. The chemical treatment will be allowed to work on the moss for a couple of months to ensure the moss is fully killed off.

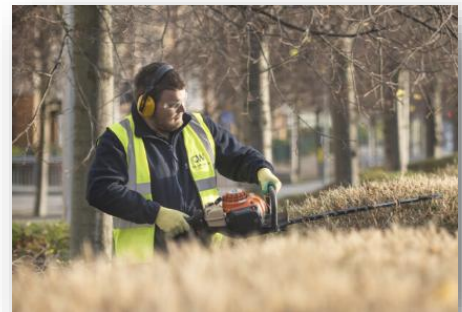
Once the moss has died off and dried out, we can then reattend site and sweep the treated moss to dislodge it from surfaces. Depending on the amount of moss to sweep, this will be managed by either manual or mechanical sweeping (see example of mechanical sweeping shown right). The swept moss will be bagged and removed from site.



HEDGES

The hedges will be maintained as directed by WTC’s specification and within the principles of good horticultural pruning practices, by means of handheld manual and powered cutters, back to the previous year’s heights. The hedging will be maintained in such a manner that their formal shape is retained to create an aesthetically pleasing appearance. Care will always be taken to avoid disruption to wildlife during our cutting activities.

All hedges and fence lines will be checked regularly and any unsightly or potentially dangerous bramble will be cut back as required.

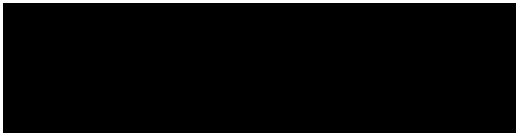


Service Option (not included in this proposal)

HIGH-LEVEL TREE SURGERY – Whilst on site, during the contract term, should we find any signs of disease or defects, such as dangerous limbs, they will be reported to the customer at the earliest opportunity.

██████████ have their own in-house tree surgeons and qualified service partners across the UK, so we can support the contract with one-off emergency call-outs and planned high level works above 2.5m from the ground. Should any urgent tree works be noted at any time of the contract, they can be managed as a one-off ad hoc job when required and invoiced separately to the contract as a variance.





PPM Planner

The PPM schedule below, summarised from the WTC specification for each area, provides you with a general overview of all the tasks that we shall provide as part of our SLA.

Northmoor Park, Wareham	<ul style="list-style-type: none"> • Mow entire field every 4 weeks Mar-Oct on cut and drop basis • Include additional cuts Nov-Feb as necessary (cut and drop) • Smaller grassed areas (including fenced play areas) cut every 4 weeks within 2 days of gang mower's cut if poss. (cut and drop) • Every effort made to cut as tight as possible to top of ditch • Flail ditch x1 pa and tidy up with hand equipment as required (cut and drop)
Recreation Ground, Worgret Road	<ul style="list-style-type: none"> • Mow entire field every 2 weeks Mar-Oct on cut and drop basis • Include additional cuts Nov-Feb as necessary (cut and drop) • All internal banks (but NOT external bank at northern end of field) and smaller grassed areas that gang mower cannot reach (including inside and outside all fenced areas and around buildings) cut every 2 weeks and generally within 2 days of gang mower's cut if poss. (cut and drop) • Flail perimeter hedge (inside face and top) x1 pa and tidy up with hand equipment as required (cut and drop) • Hedge cutting to be carried out with a tractor-mounted side arm flail – any areas not accessible with flail to be trimmed by hand (clippings blown back into hedge line as necessary)
Cricket outfield, Recreation Ground, Worgret Road	<ul style="list-style-type: none"> • Cricket outfield to be cut at a height less than 20mm prior to matches (approx. x7) – cuttings to be collected

Important Notes

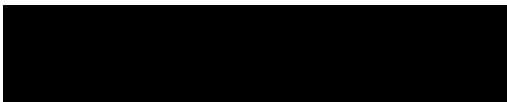
As our business can be impacted by seasonal and climatic conditions throughout the year, bad weather, such as heavy rain or snow, may affect our ability to attend on a certain pre-planned visit date. In such cases we will reschedule an aborted visit to ensure you always receive the correct number of visits for each service per annum. **Please note, we will always advise you of a scheduled visit in the week before and communicate immediately should unforeseen circumstances change arrangements.**

All work to be undertaken by appropriately experienced grounds maintenance staff from our pool of Team Leaders and Operatives. Our attendance on site will usually be on the same day each week (subject to staff holidays and sickness). All staff are properly DBS checked, wear company uniform at all times, and drive in liveried company vehicles.

Rather than overload you now with too much paperwork to review, all details for proof of our insurances, standard risk assessments, method statements, Health & Safety Policy and proof of accreditations and memberships, etc., can be provided as soon as you need sight of them.

If you have any queries regarding this proposal or wish to negotiate on any point, please do contact us.

[Redacted], we are proud to employ local people, support local businesses and use local suppliers so our business has a direct, positive impact on the local economy.



Financial Summary



ANNUAL CONTRACT VALUE

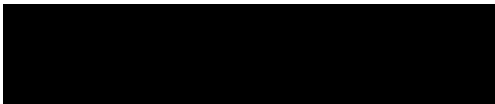
Year 1 Contract Price
1st March 2025 to
28th February 2026
£4,000

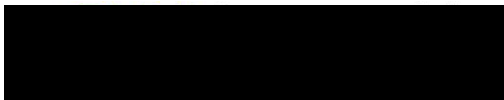
NB: Our first cuts of the season will be on a cut and collect basis at no extra charge. Going forward, we can offer this service at £450 +VAT per cut and collect. Arisings will be spread around the field boundary and left to mulch down.

Should an extra one or two field cuts be required over the winter months, there will be no additional charge for these.

Here are some before and after photos showing our Iseki's cut and collect results.

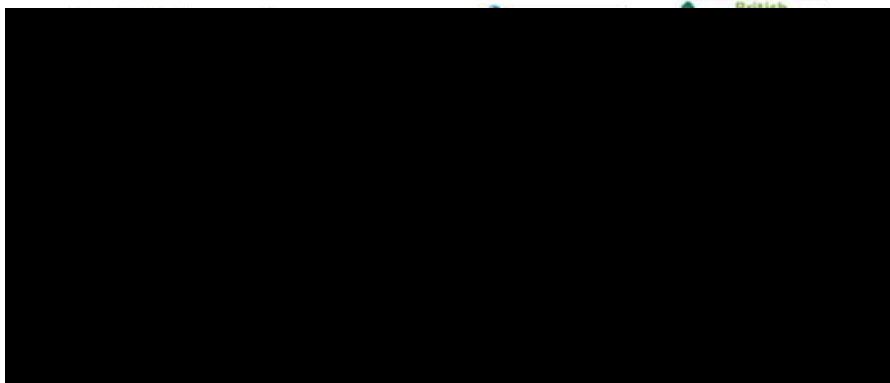
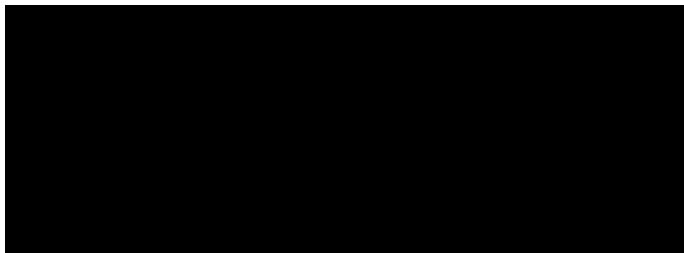






Terms & Conditions

- **CONFIDENTIALITY** – The contents of this document are strictly private and confidential and are not to be disclosed to any third party or used other than for assessing [REDACTED] suitability to carry out the works described. You should not disclose the contents of this proposal under any request made pursuant to the Freedom of Information Act 2000 unless a page is specifically marked or identified as ‘non-Confidential’.
- **QUOTE VALIDITY** – This proposal is valid for 30 days from the date of this quotation.
- **VAT** – All prices contained within this quotation exclude the current rate of VAT.
- **PAYMENT TERMS** – Invoices are raised monthly in arrears and are payable as a one 12th equal payment each calendar month, via BACS Transfer, with 30 days payment terms.
- **TERMS & CONDITIONS** – Our quotation is covered under the terms and conditions of [REDACTED] [REDACTED] (which are available upon request).
- **TERMINATION** – This agreement allows both the purchaser and supplier to terminate this contract at any time during the contract term, giving the other party one month’s notice. The terminating party shall give a valid reason(s) for termination at the point of termination. To protect the supplier, the purchaser cannot terminate the contract on the grounds that they have obtained a more competitive price post-contract award, as it is assumed that the purchaser has tendered the contract with more than one contractor.
- **TUPE** – We have calculated our charges on the basis that we will be using our own labour resource and equipment and that TUPE does not apply. If, at a later date, information should arise that indicates that TUPE does apply and that we are required to take on any incumbent staff, along with their personal T&Cs or equipment, then we would respectfully request that we be able to re-visit our proposal and re-price accordingly.
- **PRE-CONTRACT REMEDIAL WORKS** – Should we be successful in securing this contract, please can you ensure that whilst the outgoing contractor serves their notice period, they leave the site in a compliant condition, as our contract costs within this proposal have been calculated on the assumption that upon commencement of the contract all service tasks will be in a clean, serviceable condition. Prior to the contract commencing we will attend site and assess the condition of the site. Should any one-off works be required to return the site back to a compliant state, then these can be agreed between both parties at this point. Any associated costs (if applicable) can be passed on to your outgoing contractor, who should provide you with a credit, thus funding any potential oversights that they have not completed, having not fulfilled their contractual obligations.





RE: Wareham Town Council – Grass Cutting 2025-2026

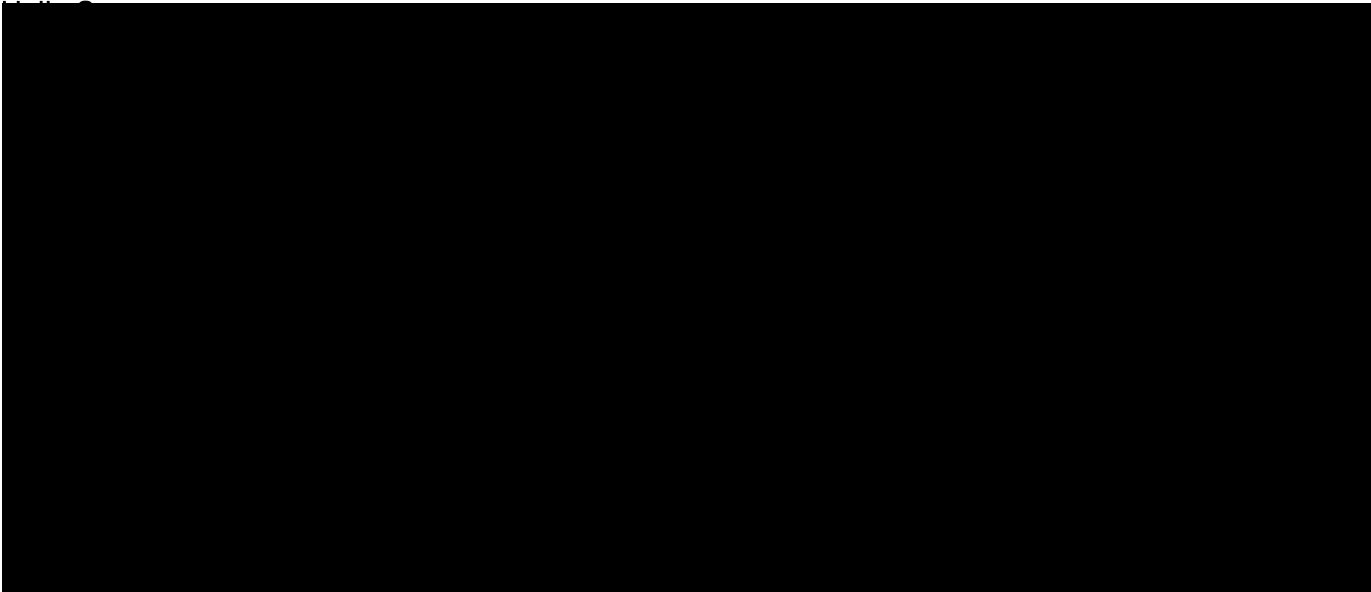
From Stephen Harris <stephen@worcestershiregroundservices.co.uk>

Date Sun 26/01/2025 16:43

To Deputy Clerk <Deputyclerk@wareham-tc.gov.uk>

📎 1 attachment (248 KB)

Wareham Town Council Grass Cutting Specification 2025-26.pdf;



Northmoor Park (Houses Field)

Monthly cutting with rideon flail mower and hand held equipment £304.00 plus vat per cut.
Annual flail mow to ditch areas with team tidy to follow £495.00 plus vat

Recreation Ground, Worgret Road

Fortnightly gang mowing of whole field £97.50 plus vat per cut
Fortnightly team visit to all areas the gang mower cannot cut £114.00 plus vat per visit
Annual hedge flail cutting with team tidy to follow £495.00 plus vat
Cricket outfield cut with rideon mower if required £85.00 plus vat per cut, cuttings not collected
Cricket outfield cut and collect with ride on mower (assuming length does not exceed 85mm) remove to ECO composting £175.00 plus vat.

If you would like these prices in a different format, please let me know.



Regards,



Please also feel free to leave us a review. Your [feedback](#) is important to us.

Appendix 2

Northmoor Park	A	B	C	D
Mow the entire field every four weeks - March to October - 30-35mm cut. (Cuttings do not need to be collected.) 8x	See Total ✓	3,296.00	See Total ✓	2432.00
Additional cuts - November to February - 30-35mm cut. (Cuttings do not need to be collected.) x3	See Total ✓	412.00 per occasion	See Total ✓	TBC, 304 per instance
Smaller grassed areas (including fenced play areas) to be cut every four weeks and generally within two days of the gang mower completing its cut. (The cuttings do not need to be collected.) x8	See Total ✓	✓	See Total ✓	✓
Flail ditch once per annum (at a time to avoid wildlife disturbance) and 'tidy up' with hand equipment where necessary. The cuttings do not need to be collected. (Cutting back of overgrown tree growth not required.) x1	See Total ✓	310.00	See Total ✓	495.00
Recreation Ground				
Mow the entire field every two weeks - March to October - 30-35mm cut. (Cuttings do not need to be collected.) x 16	See Total ✓	6000.00	See Total ✓	1560.00
Additional cuts - November to February - 30-35mm cut. (Cuttings do not need to be collected.) x 3	See Total ✓	375.00 per occasion	See Total ✓	TBC, 97.50
All internal banks (but not external bank at Northern end of the field) and smaller grassed areas that gang mower cannot reach (including inside and outside all fenced areas and around buildings) are to be cut every two weeks and generally within 2 days of the gang mower completing its general cut. x8	See Total ✓	✓	See Total ✓	1824.00
Flail perimeter hedge (inside face and top) once per annum and 'tidy up' with hand equipment where necessary. (The cuttings do not need to be collected.)	See Total ✓	620.00	See Total ✓	495.00
NORTHMOOR COST	See Total	3606.00	See Total ✓	2927.00
RECREATION GROUND COST	See Total	8195.00	See Total ✓	4,474.00

TOTAL COST	27,500.04	11801.00	4000.00	7401.00
Cricket out field				
Cricket outfield to be cut at a height less than 20mm, prior to matches - x7 approximately, dates to be confirmed. (To be billed separately.)	See Total ✓	1575.00	See Total ✓	595.00



AMENITIES COMMITTEE REPORT

Meeting Date: 11 February 2025

Agenda Item: 11

Subject:	Red Lion Benches
Prepared by:	Nicola Gray, Town Clerk & RFO
Purpose of Report:	To consider the request from the owner of the Red Lion to move the benches from their current location on their property.
Background:	<p>The new owner of the Red Lion approached the Clerk in 2024 enquiring as to whether it would be possible to move the two benches sited outside the Courtyard entrance. The matter was discussed at the Amenities Committee on 8 October 2024:</p> <p>A 033/24 Bench outside The Red Lion Building <i>Members considered the request from the owner of the Red Lion in respect of the benches sited outside the building.</i></p> <p><i>Cllr Green noted that correspondence had been received from the Town Trust stating their opposition to the benches being moved with a copy of the title plan dated 12 February 2024 included. The Deputy Clerk noted it had been understood from the Red Lion building owner that the benches were located on premises belonging to him. The owner was seeking to move the benches due to anti-social gatherings at the benches and subsequent litter build up.</i></p> <p><i>Members noted the benches' frequent use and concerns about the proposed new location. Cllr Critchley suggested that the owner of the Red Lion Building provide proof of ownership to the Council prior to further consideration.</i></p> <p><i>It was RESOLVED that ownership of the land on which the benches were sited be ascertained with proof provided to the Council and returned to the next meeting for consideration.</i></p>
Key Points:	<p>The Clerk approached the owner of the Red Lion to establish the ownership of the land, who has provided screenshots of documents from within the old title deeds (appendix 1). The documents clearly show the Borough of Wareham Council requesting permission of the owner to site the benches on the land which forms part of the title of the Red Lion and duly indemnify them against any incidents.</p> <p>The owner of the Red Lion has the right to request their removal, and Council should consider where it would like to reposition the benches. The owner of the red lion has suggested a bench similar to the one outside the Post Office be positioned further along the pavement towards the cross.</p> <p>Highways will need to authorise any bench being placed on highways land, such as a pavement.</p>



Implications	<p>Removal of the bench does reduce the anti-social behaviour, which is prevalent, especially in the summer months, when groups of youths gather on both benches. However, removal will also reduce the amount of available seating for those waiting for buses. The bus stop does now have modern lean-to seating.</p> <p>Financial implication in the need to purchase benches should alternative locations be identified as the current benches are concreted into the ground and are not considered salvageable.</p>
Recommendation	<p>To agree the removal of both benches to satisfy the landowners request and consider any other suitable locations for benches to replace those being removed, if required.</p>



Appendix 1

STRONG AND Co., OF ROMSEY, LTD.,

to

relation to

BOROUGH OF WAREHAM.

*Town Clerk's Office,
Wareham, Dorset.*

H. KIRK, M.A. (OXON), LL.B. (LOND)
SOLICITOR,
TOWN CLERK.
TELEPHONE No 214.

HK/MW
Your Ref: FR/JM

9th July, 1953.

acknowledged 18/7/53

Dear Sir,

Red Lion Hotel, Wareham

I refer to your letter addressed to the Mayor with regard to the proposal to place a Public Seat on the small raised forecourt adjoining the Annexe to the Red Lion Hotel, Wareham.

In consideration of your Company giving permission for this to be done, I confirm that this user is by permission of your Company and not by right and that my Council will indemnify your Company against any claim whatsoever arising out of any injury or accident occasioned to members of the public consequent upon its use by such members.

I am instructed by the Mayor to express his appreciation of your Company's co-operation in this matter.

Yours faithfully,

Strong & Co. of Romsey, Ltd., TOWN CLERK.
The Brewery,
ROMSEY, Hants.

and signed over a 6d stamp would, in this case, put the matter on a proper footing.

Yours faithfully,
STRONG and Co., of ROMSEY, LIMITED.

Chief Surveyor.

thereof of One hundred and
all which said piece or parcel of land is
... for ... freehold or lease-
... sufficient



BOROUGH OF WAREHAM

TELEPHONE 214

NOEL J. ARNEY, A.I.A.S., M.S.I.A.
CORPORATE SURVEYOR

BOROUGH SURVEYOR
SANITARY INSPECTOR

BOROUGH SURVEYORS OFFICE
GLEBE HOUSE
NORTH STREET
WAREHAM

A. 27th. June, 1953.

Dear Sir,

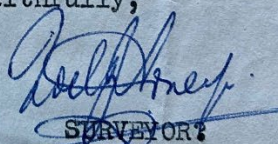
Commemoration of Her Majesty's Coronation 1953.
Proposed Public Seats.

In connection with the above, it is proposed that a Public Seat might be sited in the small raised fore-court to the Red Lion Hotel Annexe, North Street.

His Worship the Mayor (Councillor E.B. Brown J.P.) has asked me to approach you with a view to obtaining your Direction's sanction.

I shall be glad therefore if you will put the matter before them for consideration, and I suggest that in this instance, it might be best for you to communicate your observations direct to His Worship; his address is The Brown House, St. Martin's Lane, Wareham.

Yours faithfully,


SURVEYOR

Fred Read Esq.,
Architect, Strong & Co (Romsey) Ltd.,
115 Holdenhurst Road,
BOURNEMOUTH, Hants.

OK for Joe



FR/JM

7th July, 1953

His Worship the Mayor of Wareham,
The Brown House,
St. Martin's Lane,
Wareham.

Dear Sir,

Red Lion Hotel, Wareham

We have been approached by your Council's Surveyor in connection with the proposed erection of a public seat on the small raised forecourt adjoining the annexe of the above hotel in North Street.

We should have no objection to this proposal, providing your Council recognises that use of this area by the public is by permission and not by right, and that we are indemnified against any injury or accident occasioned to members of the public consequent upon its use by them.

We would suggest that a letter signifying your Council's assent to these conditions and signed over a 6d stamp would, in this case, put the matter on a proper footing.

Yours faithfully,
STRONG and Co., of ROMSEY, LIMITED.

Chief Surveyor.