

Winkleigh Parish Council.

Winkleigh Parish Council, c/o Winkleigh Community Centre, Castle Street, EX19 8HU.

Tenders for the 2022-2023 Cemetery Maintenance Contract.

All tenders should be enclosed in a sealed envelope, marked cemetery maintenance contract tender, and addressed to the Parish Clerk, address above, no later than 6pm on Wednesday 23rd February 2022. The Council will look to award a 2-year contract to commence 1st March 2022 at the Parish Council meeting at 7.30pm on 23rd February 2022.

Specification for Cemetery Maintenance Contract at Winkleigh Cemetery March 2022- December 2023

1. All grassed areas within the site, excluding the Bungalow area, are to be cut throughout the season starting from the middle of March to the middle of November and kept to a standard deemed acceptable by regular communication with the Parish Council.
2. The first cut of the season to be picked up and disposed of in the allocated area located to the South of the shed. The further cuts to be left on the ground unless it is considered necessary to be picked up.
3. A shed will be provided for storage equipment and is located to the Southwest of the Bungalow. This shed must remain locked always when not in use.
4. All areas around the kerbed graves and headstones to be strimmed at the time of each cut.
5. Central hedge adjacent to concrete path to be trimmed when necessary and all cuttings to be picked up and put in allocated area.
6. All paths including Cemetery entrance driveway to be swept when necessary and all joints in the path to be kept free from weed.
7. All the boundary hedgerow to be cut once a year around September. The West hedge face is to be trimmed.
8. All shrubs to be allowed to grow naturally and pruned rather than trimmed into round shapes without growing wild. Shrub bed to be kept weed free, except for any tree suckers which should be removed.
9. The Air Raid shelter is to be allowed to grow naturally with only one cut per year in the autumn, all cuttings to be picked up and disposed of in the allocated area located to the rear of the shed.
10. The Cemetery signs and gates are to be washed down/cleaned annually.
11. Allowances must be made when quoting for the taking place of funerals which must take priority on the site therefore the contractor must be prepared to wait until the funeral has taken place should this situation occur.
12. All work should conform to HSE Standards and a current Public Liability insurance of £5 Million must be held by the contractor and a copy given to the Council.
13. Payments will be made by the Parish Council via monthly Standing Order. An annual invoice for our records is required.
14. The Parish Council reserves the right to determine what is considered necessary work for the cemetery upkeep in relation with the above items.