

NORTHMOOR PARISH COUNCIL

GRASS CUTTING AND MAINTENANCE CONTRACT

1. Parties

This Contract is made between:

- **The Parish Council:** Northmoor Parish Council
Address: The Old Orchard, Church Road, Northmoor, Witney, OX29 5SU
Contact: Mr Chris Isaac, clerk@northmoor-pc.gov.uk, 07711812266

and

- **The Contractor:** Scott Gillam Landscapes
Address: Chesneys, Church Road, Northmoor, Witney, OX29 5SR
Contact: Mr Scott Gillam, scottgillam@hotmail.co.uk, 07966457607

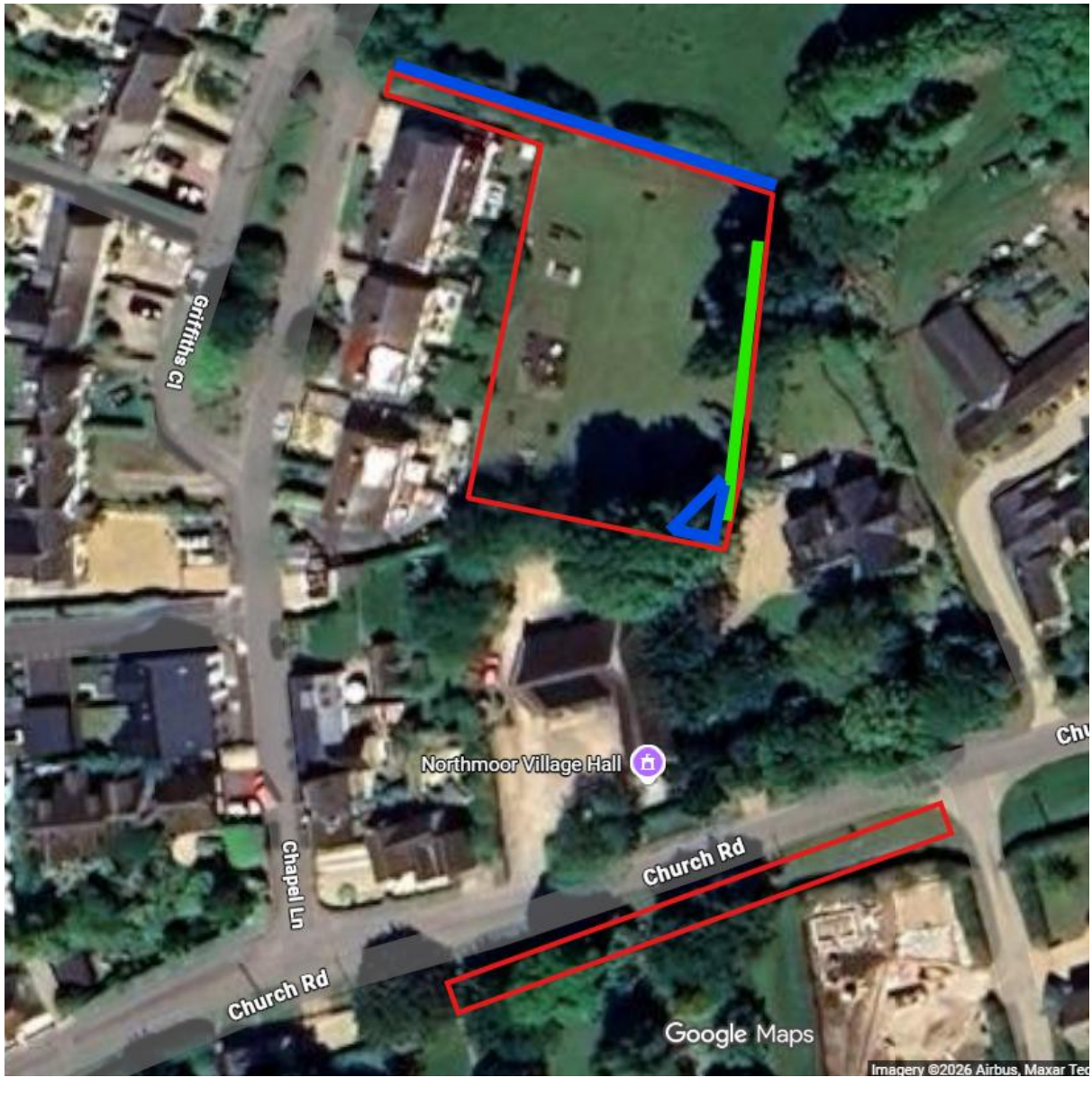
2. Contract Period

The Contract will run from 1 April 2026 to 31 March 2029, unless terminated earlier under Section 10.

3. Scope of Work

The Contractor shall carry out grass-cutting services on land owned or managed by the Parish Council, including:

- Regular cutting of all grass areas within the playground (approx. 1725m²), and the verge along the road outside of St Deny's Church, and Cruck Barn (approx. 400m²) (areas highlighted with red boundary on aerial photo).
- Strimming weeds and long grass around playground boundary & equipment, pathways, fences, trees, notice boards, telegraph poles, waste bins and seating areas.
- Remove ivy from boundary close board fence along east side of playpark (green line on aerial picture) 3 times a year.
- Strim the corner patch (blue triangle on aerial picture) every 8 weeks once the cow parsley has stopped flowering.
- Spray weedkiller along stock fence boundary with field 3 times a year (blue line on aerial picture)
- Cut off and remove any overhanging branches from the trees or hedges around the playpark as required.
- Reporting any damage or safety concerns to the Parish Clerk immediately.



4. Frequency of Work

Grass cutting and weed strimming to be carried out approximately 16 times throughout the year, exact timing depends on the growing season but expected to be:

- **March–October:** fortnightly cuts
- **November–February:** four weekly cuts
- Additional cuts may be requested for events or seasonal needs, at the agreed rate.

5. Standards of Work

The Contractor must:

- Perform work to a professional standard.
 - Ensure all areas are left tidy and free of debris.
 - Avoid damage to trees, shrubs, play equipment, and fixtures.
 - Report hazards or maintenance issues to the Parish Clerk.
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6. Equipment & Materials

The Contractor shall provide all necessary equipment, fuel, and materials required to complete the work safely and effectively.

7. Health & Safety

The Contractor must:

- Comply with all relevant Health & Safety legislation.
 - Ensure staff are trained and competent.
 - Provide risk assessments upon request.
 - Use appropriate PPE at all times.
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8. Insurance

The Contractor must hold:

- Public Liability Insurance of at least £1 million.
 - Evidence of insurance must be provided before work begins and upon renewal.
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9. Payment

The Parish Council agrees to pay:

- £145 per cut £2,320 per year
- £28 per hour plus materials for any additional work outside of the Scope of work above.

Invoices shall be submitted **monthly** and paid within **30 days**.

The annual adjustment shall not exceed 5%

10. Termination

Either party may terminate the Contract with **30 days' written notice**.
The Council may terminate immediately if:

- Work is unsafe
 - Standards are consistently not met
 - Insurance lapses
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11. Variation

Any changes to this Contract must be agreed in writing by both parties.

12. Acceptance

By signing below, both parties agree to the terms of this Contract.

Signed for the Parish Council:

Name: Mr Chris Isaac

Position: Parish Clerk

Date: 20/03/26

Hard copy signed by C Isaac and kept on file

Signed for the Contractor:

Name: Mr Scott Gillam

Company: Scott Gillam Landscapes

Date: 20/03/26

Hard copy signed by S Gillam and kept on file