

02.07.21
Hi Mark

This is the annual contract, just draft at present as we are trying to get it right. It can be discussed on Monday.

Thanks

CHURCHYARD CUTTING CONTRACT

St Mary's Church is set on the higher ground at the northern edge of Stalbridge. There has been an established church here for many years with the first recorded Rector dating from 1160. As usual with medieval churches it is surrounded by a large churchyard estimated to be approximately 3½ acres in which there are many graves some used more than once. Over the years the fashion of grave design has changed with a variety of headstone sizes, kerbing and plinths, all with a variety of spacings and access, with parts of the churchyard in current, recent and historic use. Because of its use over many years the ground surface is uneven, it is acknowledged it does not have a 'bowling green' look to the surface in many areas and this finish is not practical without considerable groundwork to change the nature of the ground surface.

The Parochial Church Council (PCC) is seeking a reliable contractor to tend the graveyard and hedging to the boundaries. The grass will be required to be cut¹, with graves and monuments strimmed clean to maintain a high standard of tidiness throughout the year, which may include winter mowing, together with the hedges and boundaries, say twice a year. Care is to be exercised not to damage the bark of the trees and the surface of standing memorials during the strimming process. The use of a 'ride-on mower' is restricted because of the grave spacings in parts of the churchyard. The contractor is to remove all the cuttings and spoil at every visit.

The PCC appreciate that grass grows at varying rates throughout the year, but assuming the ground is in acceptable condition at the start of the season an outline programme could be as follows:-

- An early spring cut to prevent the area becoming out of control.
- A cut twice a month April – October.
- Two lighter cuts through the winter months to maintain control.
- Cut the internal face of the perimeter hedging as required, at least once a year in the late Autumn, more if necessary.
- Cut the internal hedges top and both sides at least once a year in late Autumn, more, if necessary, clear and maintain ditches.

The PCC are aware that the kerbing etc to some of the graves prevents the use of wheeled, wider-cut machinery and are starting the legal process of removing them. The removal is subject to the legal process of the church authorities. This process could take six to twelve months, or longer, before this work can start and will be subject to a separate contract.

Method and timings of payment can be arranged to suit both parties.

The PCC is open to discussions on the methodology and timings that a contractor may wish to discuss, but the end result of a tidy, well maintained churchyard is the objective of the works.

¹Cut. The word cut is used here to mean the mowing of the grass over the complete area of the ground in one visit even if that visit is spread over more than one working day.

Signed..... on behalf of St Mary's PCC Date

Signed..... on behalf of the contractor Date



QUOTE

Quote Date: 06/07/21

Quote Number: **QTE000044**

CUSTOMER DETAILS

STALBRIDGE CHURCH
UNITED KINGDOM

BUSINESS DETAILS

DOWNIE CLEAN
124 HEXINGTON LANE, STALBRIDGE, WOLVERHAMPTON,
WV4 6JG, ENGLAND, UNITED KINGDOM
UNITED KINGDOM

1. To cut all the grass at the church as shown on site, strim all the head stones, blow and keep it looking nice and tidy with two visits a month would be £500.00.

2. To do all the above with picking the grass up and disposing of it would be £580.00.

I will do you the best job I can, work with the church wardens and be reliable. I've been trading for 18 years and can supply recommendations if needed.

Many Thanks

Total Amount

£0.00

Quote valid for 14 days

Clerk | Stalbridge Town Council

From: Margaret Chubb [REDACTED]
Sent: 12 January 2022 09:58
To: Clerk | Stalbridge Town Council
Subject: Re: St Mary PCC grant application 22.23
Attachments: Cutting Contract.docx; quote_06-07-Churchyard.Quote 3.pdf; Grass cutting.correspondence.docx

Hi Tracey

All my correspondence with our contractor has been via email so I have copied a timeline of events into 1 document.

Hope this is all sufficient.

Maggie

----- Original Message -----

From: "Clerk | Stalbridge Town Council" <clerk@stalbridgetowncouncil.gov.uk>
To: "Margaret Chubb" <maggie.chubb@talk21.com>
Sent: Monday, 10 Jan, 22 At 08:29
Subject: Re: St Mary PCC grant application 22.23

Dear Maggie

Thanks for the accounts Stuart advise you would also be able to supply the specification and tender documents please

Best Regards

Tracey

[Get Outlook for Android](#)

From: Margaret Chubb [REDACTED]
Sent: Thursday, January 6, 2022 10:37:59 AM
To: Clerk | Stalbridge Town Council <clerk@stalbridgetowncouncil.gov.uk>
Subject: Re: St Mary PCC grant application 22.23
Hi Tracey

The Church year runs from January to December so I am attaching the accounts for 2020. The bulk of our spending on the Churchyard takes place between March and December and during 2021 our costs were £6,221 with a couple of invoices, which probably amount to £600, still outstanding. Consequently we have used both the balance from 2020 and also the 2021 grant.

As you are aware, we have had some problems over the past year or so with our contractors, but fortunately now have the services of a very reliable and efficient groundsman.

Maggie

----- Original Message -----

From: "Clerk | Stalbridge Town Council" <clerk@stalbridgetowncouncil.gov.uk>

To: "Maggie Chub (mailto:maggie.chub@stalbridge-tc.com)" <mailto:maggie.chub@stalbridge-tc.com>

Sent: Wednesday, 5 Jan, 22 At 13:21

Subject: St Mary PCC grant application 22.23

Dear Maggie

Please would it be possible to have a copy of the accounts y/e 31.03.23 in relation to a grant application that has been made for Churchyard grass cutting which will be considered at the TCM 26.01.21

Best Regards

Tracey Watson

Town Clerk (Stalbridge Town Council)

Thehub@stalbridge

Station Rd

Stalbridge

Dorset DT10 2RG

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