

PC51/17

MELBOURN PARISH COUNCIL

Clerk: Sarah Adam
Melbourn Parish Council
Melbourn Community Hub
30 High Street
Melbourn
SG8 6DZ

E-mail: parishclerk@melbournpc.co.uk

Telephone: 01763 263303

<http://www.melbournparishcouncil.co.uk>

Please note: New Parish Office opening hours:

Monday: 10.00am-1.00pm, Wednesday: 1.00pm-3.00pm, Friday: 10.00am-1.00pm

Alternatively, please call to arrange an appointment.

14th June 2016

Justin Wilmott
Herts & Cambs Ground Maintenance Limited
Summerhouse Cottage
Summerhouse Farm
New Road
Melbourn
Hertfordshire
SG8 6DL

Dear Justin

As you are aware the Grounds Maintenance Contract is under review after the 1st year and The Maintenance Working Party has recently met and recommended the following amendments to 3 items in the contract.

1. Review of the Herts and Cambs Grounds Maintenance Contract after 1 year.

- Appendix B. The Old Recreation Ground. Mowing – it should be made clear to the contractor that 'mowing' refers to the whole area not just the grass. This is needed to keep the nettles in check on the cleared areas around the perimeter. I assume this is included in the existing contract price?
- Appendix C. Millennium Copse. The number of cuts to be reduced to 3, which will be carried out in April, end July/August and the beginning of October. The cost is therefore reduced to 3x£40 (£120).
- Appendix C. Golden Jubilee Orchard. The number of cuts to be reduced to 3 which will be carried out in April, end July/August and the beginning of October. The cost is therefore reduced to 3 x £70 (£210)

Please can you confirm if writing what impact this could have if the Council agreed the changes and whether there is any cost implications? Once I have received your response this will a discussion at Council to consider.

Yours sincerely

Sarah Adam

Sarah Adam
Melbourn Parish Clerk

Parish Clerk

From: Justin Willmott <justin@hcgmltd.co.uk>
Sent: 18 June 2017 22:48
To: Parish Clerk
Subject: Re: Grounds Maintenance Contract

I invoice per cut so you can say when they are done

Sent from my iPhone

On 18 Jun 2017, at 21:46, Parish Clerk <parishclerk@melbournpc.co.uk> wrote:

Hi Justin

Thank you for this. Do I take this response to imply there will be an overall reduction in cost to us, as we will be charged for fewer cuts.

Please can you confirm

Kind regards

Sarah

From: Justin Willmott [<mailto:justin@hcgmltd.co.uk>]
Sent: 16 June 2017 07:17
To: Parish Clerk
Subject: RE: Grounds Maintenance Contract

Hi Sarah

The Old Rec is included but we are trying to treat the nettles around the outside, Melbourn Dynamos are paying us to spray nettles off we have done one treatment and are going to do another and then on it will be cut regularly as a rough cut as usual


The other 2 items make no difference to our works as they are priced per cut so can be done whenever we are instructed so there will be no extra cost involved for any of them

Regards

Justin Willmott
Herts & Cambs Ground Maintenance Ltd

Office: 01763 261999
Mobile: 07968 365833
www.hcgmltd.co.uk

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From: Parish Clerk [<mailto:parishclerk@melbournpc.co.uk>]
Sent: 16 June 2017 5:40 AM
To: 'justin@hcgmltd.co.uk'

Cc: Assistant Clerk

Subject: Grounds Maintenance Contract

Dear Justin

Please find attached a letter from Melbourn Parish Council

Kind regards

Sarah Adam
Melbourn Parish Clerk
Melbourn Parish Council
Melbourn Community Hub
30 High Street
Melbourn
Cambridgeshire
SG8 6DZ

Tel: 01763 263303 option 3

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