



Grounds Maintenance Specification

TOWN GARDENS

Nailsworth's Town Gardens include:

1. Mortimer Garden, Fountain Street
2. Market Street Garden, Market Street (opposite The Village Inn)
3. Leves Corner, Market Street (between Market Street and Co-Op car park)
4. Clocktower garden
5. Mortimer Room flowerbed, by footpath to Hanover Gardens

Shrub bed maintenance

Shrubs shall be maintained to achieve strong, healthy shrubs, cleanly pruned to good horticultural practice and of an appropriate shape and size for their location and to keep all areas weed and litter free.

Shrubs and climbing plants shall be kept clear of footpaths, roadways, sight lines, notice boards, signs, furniture and grass areas. Those growing near windows of buildings shall be maintained at window sill height unless otherwise instructed.

Pruning will take place in accordance with sound horticultural practice. All arisings are to be disposed of either by the Contractor or by agreement with the Groundsman.

The Contractor shall remove any self-set tree or shrub including roots. Where the roots cannot be removed, stump killer shall be applied to the stump after first consulting with the Clerk on the use of herbicides.

Bark mulch shall be spread once a year over shrub beds to a finished depth of 75mm. The mulch shall be free of metal, plastic, uncomposted paper or paperboard. Mulching material covering or adhering to shrubs or other plants shall be removed from the plants. Care should be taken to avoid damage and smothering of plants in this process. Any shrub beds that are not mulched shall be cultivated to keep them weed-free.

Shrub beds shall be kept free of litter. The Council shall be notified of dead, diseased or damaged plants that require replacement, with their location and variety where known. Any wires, trellises or similar supports shall be inspected and repaired/replaced as necessary. All stakes shall be sound and installed to prevent lateral movement.

Flower bed maintenance

All herbaceous planting shall be maintained free of weeds by appropriate cultivation throughout the year, without damaging plants.

Throughout the year, herbaceous plants shall be cut back and dead heads removed. Any wires, trellises or similar supports shall be inspected and repaired/replaced as necessary. All stakes shall be sound and installed to prevent lateral movement.

Herbaceous borders shall be mulched with an approved source of well-rotted manure or bark, as needed, to a depth of 75mm, following autumn clearance. Care should be taken not to exceed this depth to avoid damage or smothering of plants.



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Herbaceous plants shall be divided and replanted in October/November at regular intervals to maintain vigour in accordance with good horticultural practice. The Contractor shall gap up any bare areas using the existing or new plants in October/November of each year. New plants are to be purchased after consultation with the Clerk.

On areas where the soil has depleted, top soil will need to be added. Top soil must be from a reliable source and free of weeds.

Rose beds

The Contractor shall ensure that roses are maintained in an attractive condition, free from weeds, fallen leaves, dead or dying plant material, litter and debris. The Contractor shall ensure that roses are healthy, vigorous, pest and disease free.

Roses shall not be allowed to encroach over footpaths and those growing near windows or doors of buildings shall be maintained at window sill height so that no interference is caused to light, view, access or operation of the window/door. Rose beds shall be mulched with an approved source of well-rotted manure, as needed, to a depth of 75mm, following pruning from November-January pruning. All types of roses shall be pruned in accordance with good horticultural practice and suckers shall be removed at the junction with the root whenever they appear. Climbing and Rambling roses shall be tied in when the growth of the rose makes it necessary. Any wires, trellises or similar supports shall be inspected and repaired/replaced as necessary. All stakes shall be sound and sufficiently inserted to prevent lateral movement.

Hedgecutting

Hedgecutting shall be carried out by the Groundsman.

Paved surfaces and footpaths

The Contractor shall assist the Groundsman in keeping all paved surfaces and footpaths clear of unwanted grass, weeds and moss. This includes the removal of both growing and dead vegetation, and may require the use of herbicides. The Contractor must be licenced to use herbicides. NTC does not allow the use of any herbicide except glyphosate, except in exceptional circumstances which must be first agreed with the Clerk.

The Groundsman shall keep paved surfaces clear of leaves, debris, moss, algae and other vegetation, particularly during autumn and winter. Particular attention is to be given to steps.

Litter picking

The Contractor and Groundsman shall remove litter and dog mess from flower and shrub beds during any maintenance visit.

Reporting faults and problems

Faults and problems shall be reported to the Groundsman or the Town Council office for their attention and action. Out of office hours the Contractor shall leave a message or email the office. If it is an emergency the Contractor shall contact the Groundsman or Town Clerk as appropriate with the emergency numbers provided.



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Lone working and safety

The Town Gardener is often required to work alone in a public space. Nailsworth Town Council takes the safety of its staff and contractors seriously. Any accidents or incidents including verbal abuse shall be reported to the Town Council office immediately. The Contractor is advised to contact the Police or Neighbourhood Warden should they be concerned about any incident.

Working with volunteers

The Contractor shall work alongside volunteers as requested to help them to maintain the town gardens. The Contractor takes direction from the Town Clerk.

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