|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Activity** | **Area** | **Frequency** | **When** | **No of visits** | **Cost per visit** | **Cost per annum (Fixed)** |
| **Grass cutting** | Village greens | Every two weeks | 1 March to 31 October | 18 |  |  |
| Verges | Every two weeks | 1 March to 31 October | 18 |  |  |
| The Hidden Green | Every two weeks | 1 March to 31 October | 18 |  |  |
| Playing field & play area | Every 7 to 10 days (depending on growing conditions) | 1 March to 31 October | 30 |  |  |
| Playing field – trim perimeter to prevent encroachment | 3 times per year | End of May, June & October | 3 |  |  |
| Churchyard & cemetery | Weekly | 1 March to 31 October | 36 |  |  |
| **Hedge cutting** | Churchyard | Twice per year | Feb/March & September | 2 |  |  |
| Cemetery | Twice per year | Feb/March & September | 2 |  |  |
| Wide verge, Ladbroke Rd (opposite school) | Twice per year | Feb/March & September | 2 | ? |  |
| Playing field car park (from kissing gate to play area) | Twice per year | Feb/March & September | 2 |  |  |
|  | Playing field entrance – keep kissing gate clear of overhanging branches and any other vegetation | Twice per year | Feb/March & September | 2 |  |  |
| **Tree pruning** | Buffer Zone (rear of Mandale Close) | Annually  | Winter |  |  |  |
| **Strimming** | Buffer Zone (rear of Mandale Close) | 4 times per year | March, May, July & October | 4 |  |  |
| Old Hedgerow (area beneath), Mandale Close | Monthly | 1 March to 31 October | 8 |  |  |
| Playing field – rear of tennis courts | Monthly | 1 March to 31 October | 8 |  |  |
| Footpaths(see below for locations) | Twice per Month | 1 March to 31 October | 16 |  |  |
| **Activity** | **Area** | **Frequency** | **When** | **No of visits** | **Cost per visit** | **Cost per annum** |
| **Leaf collection** | Pelletts Lane | Weekly | 1 October to 31 December | 14 |  |  |
| **Litter picking** | Greens & verges | Every two weeks | 1 March to 31 October | 18 |  |  |
| Playing field & play area | Every 7 to 10 days | 1 March to 31 October | 30 |  |  |
| Cemetery & churchyard  | Weekly  | 1 March to 31 October | 36 |  |  |
| **Weeding** | Knightcote Grange shrub borders | Monthly | 1 March to 31 October | 8 |  |  |
| **Other maintenance not already included above** | Cemetery* Level any sunken graves with soil and re-seed.
* Remove Christmas wreaths from graves and place in bin provided.
* Remove dead flowers throughout the year and place in bin provided.

Playing Field* Keep area surrounding the car park, i.e., along the hedge and immediately in front of pavilion, weed free.

Footpaths* Remove and dispose of litter and debris
* Check and remove any glass and other sharp objects

(NB. FootpathsReferences to footpaths are public footpaths /alleyways which link different areas of the village and include the following:* Link between Starbold Road to Lakin Drive
* Link between Lakin Drive to Chapel Street
* Link between St Michael’s Close to Gaydon Road
* Pellett’s Lane (leads off from the bottom of Mount Pleasant)
* Rear of Starbold Road garages to first kissing gate in Scowcroft Drive)
 | As requiredAnnuallyWeeklyAs requiredTwice per MonthTwice per Month | As requiredEnd of FebruaryYear round1 March to 31 October1 March to 31 October1 March to 31 October | 16 |  |  |
|  | **TOTAL** |  |