

Maintenance Contractor Modelling

Proposed Village Maintenance Schedule	Hours	Monthly Total
April		
Remove weeds from right of way paths	7	
Grasscutting and litterpicking in playpark	2	
Cut back shrubs along right of way paths, remove all waste	7	
Clear weeds from Tennis Courts (located off Carlton Road, Manby)	4.5	
Rub down and stain 3 benches (at Tinkle Street seating area)	5	
Undertake weekly inspections of the playpark/tennis courts, complete form and return to Clerk	7.5	
Clean doors, gutters, windows and frames at Pavilion	3	36
May		
Grasscutting and litterpicking in playpark x 2	4	
Right of way paths (6 grass, 1 hard surface)	7	
Sweep out bus shelters x 5 once every 4 months. Located opposite Old Post Office (Grimoldby), Bulldog Crescent, Manby Middlegate, opposite Post Office, opposite Church Lane	5	
Put speed signs out, leave for max 3 weeks, then bring in and charge	2	
Undertake weekly inspections of the playpark/tennis courts, complete form and return to Clerk	6	24
June		
Grasscutting and litterpicking in playpark x 2	4	
Right of way paths (6 grass, 1 hard surface)	7	
Clear weeds from seating area on Tinkle Street	3	
Clean benches, weeding and removal of moss at Tinkle Street seating area	7	
Maintenance of Manby Middlegate (corner where village sign located) plants	7	
Undertake weekly inspections of the playpark/tennis courts, complete form and return to Clerk	6	
Clean doors, windows and frames at Pavilion	2	36
July		
Grasscutting and litterpicking in playpark	2	
Remove weeds from right of way paths	7	
Cut back shrubs along right of way paths, remove all waste	7	
Undertake weekly inspections of the playpark/tennis courts, complete form and return to Clerk	7.5	
Put Speed Signs out, leave for max of 3 weeks then bring back in and charge	2	25.5
August		
Grasscutting and litterpicking in playpark x2	4	
Right of way paths (6 grass, 1 hard surface)	7	
Clear weeds from Tennis Courts (located off Carlton Road, Manby)	2	
Clear weeds from around Pavilion and car park	3	
Undertake weekly inspections of the playpark/tennis courts, complete form and return to Clerk	6	
Clean doors, windows and frames at Pavilion	1	23
September		
Grasscutting and litterpicking in playpark	2	
Right of way paths (6 grass, 1 hard surface)	7	
Sweep out bus shelters x 5 once every 4 months. Located opposite Old Post Office (Grimoldby), Bulldog Crescent, Manby Middlegate, opposite Post Office, opposite Church Lane	5	
Undertake weekly inspections of the playpark/tennis courts, complete form and return to Clerk	6	
Put Speed Signs out, leave for max of 3 weeks then bring back in and charge	2	22
October		
Grasscutting and litterpicking in playpark	2	
Rub down and stain 3 x benches in Grimoldby. Located at the seating area on Tinkle Street	5	
Maintenance of Manby Middlegate (corner where village sign located) shrubs and plants	7	
Clean/cut back shrubs around/maintain 6 noticeboards (once per year)	6	
Undertake weekly inspections of the playpark/tennis courts, complete form and return to Clerk	7.5	
Clean doors, windows and frames at Pavilion	1	28.5

November		
Cut back trees along right of way paths, remove all waste	7	
Undertake weekly inspections of the playpark/tennis courts, complete form and return to Clerk	6	
Once per year cut hedges around Playpark to 5ft and take away rubbish	7	
Put Speed Signs out, leave for max of 3 weeks then bring back in and charge	2	22
December		
Clean red telephone box (repaint if necessary)	3	
Undertake weekly inspections of the playpark/tennis courts, complete form and return to Clerk	7.5	
Clean doors, windows and frames at Pavilion	1	11.5
Once per year cut back shrubs growing through Tennis Court fence	7	
January		
Sweep out bus shelters x 5 once every 4 months. Located opposite Old Post Office (Grimoldby), Bulldog Crescent, Manby Middlegate, opposite Post Office, opposite Church Lane	5	
Maintenance of Manby Middlegate (corner where village sign located) shrubs	7	
Undertake weekly inspections of the playpark/tennis courts, complete form and return to Clerk	6	
Put Speed Signs out, leave for max of 3 weeks then bring back in and charge	2	20
February		
Clear weeds from seating area on Tinkle Street	3	
Clear weeds from around Pavilion and car park	3	
Once per year cut hedge adjacent the tennis courts and Carlton Road down to 4ft and take away rubbish	7	
Cut back trees along right of way paths, remove all waste	7	
Clean/cut back shrubs around/maintain 6 noticeboards	6	
Undertake weekly inspections of the playpark/tennis courts, complete form and return to Clerk	6	
Clean doors, windows and frames at Pavilion	1	33
March		
End of March Right of way paths (6 grass, 1 hard surface)	7	
Clean benches, weeding and removal of moss at Tinkle Street seating area	7	
Undertake weekly inspections of the playpark/tennis courts, complete form and return to Clerk	6	
Put Speed Signs out, leave for max of 3 weeks then bring back in and charge	2	22
Total Annual Hours		303.50
Average Hours Required Per Week		5.84
Suggested these be rounded up to 6 hours per week		
Yearly cost to Council if contractor can be hired for £20 per hour, 312 hours total per year, to be paid monthly, upon invoice. Contractor required to work the hours needed to undertake all jobs and to be responsible for paying tax to HMRC, Public Liability Insurance and supplying all equipment required for tasks.		6,240.00
Monthly cost to Council		520.00