

# Tenders for the Maintenance of St Gwendoline's Churchyard, Talgarth

The Town Council wish to invite you to tender for the Maintenance of St Gwendoline's Churchyard - period  
1<sup>st</sup> April 2025 – 31<sup>st</sup> March 2026.

The Town Council would also like you to tender for an extra period of contract - period  
1<sup>st</sup> April 2026 – 31<sup>st</sup> March 2028.

**\*\*Your tender will include the removal of churchyard waste and grass cuttings.**

Subject to the successful review at the end of the first year (2025/26) of your tender, the 2-year contract will  
be activated.

## Works Description

- 1. Grass cutting / Mowing** (To cut the grass throughout the year). The cutting season can run from end of March – mid November, depending on the climate / weather conditions.  
The mowing of the grass is to be undertaken approximately once a fortnight, (subject to growth) making sure that the grass around the head stones, kerbstones and boundary walls, is trimmed. Any additional cuts must be authorised by the clerk.  
It is essential that the churchyard has a cut (1 week) before major events, Easter, Whitsun, August Bank Holiday and at the end of the Contract period.  
Pathways to be edged and kept tidy, loose grass to be swept up. The hard cutting back of all briars/brambles regularly during the period is expected to reduce the risk of personal injury.

(Any kerbstones, which are buried under the grass and affecting the mowing, must be reported to council's clerk).
- 2 Hedge.** The (Laurel type) Hedge adjacent to main gate must be cut once a year (normally March or October time). Various bushes throughout the churchyard will require trimming occasionally to prevent them overgrowing graves. Any waste greenery from this work will need removing from site and disposing of in an environmentally way. The Laurel bush near the rear of church must be trimmed regularly, removing all briars and sapling growing out of it.
- 3 Outside burial ground,** The grass cutting of the outside area near rear side gate (Short Cut)
- 4 Yew Tree.** The area around the old fallen yew tree must be kept tidy and cut back any wild vegetation.
- 5 S6 Biodiversity.** The Town Council's Section 6 requirements emphasize the importance of biodiversity, ensuring that all maintenance practices contribute to the preservation and enhancement of local ecosystems. It is therefore a requirement to rewild areas within the churchyard.

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### ***Conditions of contract -***

All working practices must meet the current and relevant Health and Safety legislation.

The Town Council will require a copy of the Contractors risk assessment and liability insurance (appropriate) for the work prior to commencement. This is a public space and has a public footpath running through the grounds. Public safety is paramount.

The Town Council must be informed prior to any works being undertaken, by any additional Sub Contractors.

Working must be stopped in the event of a Wedding, Funeral, or other service. The Town Council will endeavour to keep you informed of such an event in advance, when viewing.

Working times: - 8am till 6pm Monday – Saturday. No working on Sunday.

**\*\*All waste/rubbish/grass cuttings to be removed from site and disposed of in a safe and an environmental manner.**

Talgarth Town Council will appoint a councillor(s) to visit the site from time to time, to view progress.

The areas of work must be left in a clean, tidy and safe manner at the end of each day.

Any additional unforeseen work must be reported to the clerk for approval prior to commencement.

All contractors are invited/advised to visit the site prior to tendering, by appointment. Contact No 07432 009308 Cllr Andrew Lord for viewing arrangements.

The Town Council reserve the right to ask for references prior to contract award.

The Town Council reserves the right to award the contract based on the quality of the tender rather than purely on price

All tenders to be returned by

**5pm on 31<sup>st</sup> March 2025**

to the Town Council Clerk:-

Mrs J Rumsey. Ty-Carreg, Bronllys Road, Talgarth Powys

01874 711565 or 07970 547996

Or email [clerk@talgarhtowncouncil.co.uk](mailto:clerk@talgarhtowncouncil.co.uk)

## **Tenders for the Maintenance of St Gwendoline's Churchyard, Talgarth**

### **Tender for One / First Year**

**Contract for 1      1<sup>st</sup> April 2025 – end 31<sup>st</sup> March 2026**  
**year**

COST

VAT

Total

### **Tender for the second & third year**

**Contract for 2      1<sup>st</sup> April 2026 – end 31<sup>st</sup> March 2028**  
**years**

COST

VAT

Total

**Name**

**Address**

**Post Code:-**

**Tel No**

**Mobile No:-**

**Date:-**

**Signed:**

For more information please contact the Council clerk.  
Mrs J Rumsey. Ty Carreg, Bronllys Road, Talgarth,  
Powys. LD3 0HH  
Tel 01874 711565 or 07970 547996  
Or Clerk@talgarthtowncouncil.co.uk

All tenders to be returned by

**5pm on 31st March 2025**