

## WORKS SCHEDULE

### 1 GRASS CARE

Grass care at Moorhaven falls into two basic categories, private gardens and communal areas. Private gardens will be prioritised ahead of communal areas. Lawns should be cut on a regular basis in rotation throughout the village during the main cutting season of March to October: during the winter months an occasional high cut may be needed as conditions dictate. The edges of the grass areas around tree bases, fences, buildings etc will be trimmed as necessary.

Grass cuttings from hand mown areas will be collected and disposed of off site following each cut.

**Private gardens.** There are approximately 111 private gardens at Moorhaven, some with little or no grass areas, some with large lawns. It is accepted that the private gardens grassed areas need to be clear (exception – fixed garden feature or similar) to enable cutting, and the contractor will be responsible for communicating with shareholders to ensure optimum cutting conditions: see communication information elsewhere. A small number of shareholders have currently opted out of grass cutting services: the numbers could change. (List available).

**Communal areas.** There are a number of different types of communal area (areas for use by all: smaller private areas for use by specific shareholders: other grassed areas: playing field), and all require cutting.

Appendix A shows all grassed areas in blue – some small areas do not show on a map of this size but should be deemed to be included.

**Outcome:** all grassed areas to look neat and well cared for at all times.

## **2 Shrubberies**

There are a number of shrubberies (or beds) within Moorhaven's communal area. The majority of these are looked after by shareholders. The remaining six (edge of formal gardens: below summer house: strip to end of private gardens, formal garden area: by walled area near "landing pad": south east side of cemetery: edge of road to Moorpark) will be kept in a substantially weed free condition throughout the year. The edges of all shrubberies will be trimmed during the growing season and recut during the winter months, and mulched as appropriate.

Appendix B shows shrubberies (or beds) in red – some small areas do not show on a map of this size but should be deemed to be included.

Species includes (but is not limited to) - Rhodendrons. Magnolia. Hydrangea. Weigela. Heathers. Buddlia. Roses. Dogwood.

## **3 PRUNING**

There are many shrubs and bushes within Moorhaven's communal areas, all form part of this contract and will be pruned at the appropriate time of year, depending upon the species. All pedestrian walkways and vehicles routes will be kept clear of overhanging foliage. Most shrubs and bushes are held to a maximum height of 3m (10ft). Most require pruning once per year.

Species includes but is not limited to - Rhodendrons. Magnolia. Hydrangea. Weigela. Heathers. Buddlia. Roses. Dogwood. Holly. Pittosporum.

## **4 TREES**

Small trees within Moorhaven's communal area will be pruned as appropriate and will have their stakes inspected and renewed as required: most are held to a maximum height of 3m (10ft). Large trees will be inspected from time to time and any work required will be reported to the management company. Major tree surgery is outside the scope of this specification.

All trimmings to be collected and removed from the site after cutting.

There are five areas of new trees (planted November 2011) within Moorhaven's communal areas – three adjacent to shrubberies, two within grassed areas. These are known as the Woodland Trust/Community Planted Trees. These currently require careful spraying to kill grass in Feb/March, before any leaves appear on the young trees – this early spraying may be discontinued during the period 2013 – 16 and replaced by strimming twice a year around the trees. Rabbit guards and stakes would also have to be removed at this time.

Appendix B shows the Woodland Trust/Community Planted Trees in Green.

## 5 HEDGES

There are two types of hedges in Moorhaven – garden hedges and amenity (field or road type) hedges.

**Garden.** All hedges are established and will be trimmed to maintain current line and shape. Hedges are normally (but not exclusively) held to a maximum height of 1.4m (4ft 6).

All trimmings will be collected and removed from site after cutting.

Hedge Types: beech: box: evergreen: mixed native species.

Appendix C shows all hedges, some may be too short to show up on a map of this size but should be deemed to be included.

**Amenity.** All amenity hedges will be kept in a tidy condition.

## 6 BANKS – MAIN DRIVE, HIGHER YARD AND MOORFIELDS

Banks to Higher Yard and Moorfields: strimmed annually and kept free of saplings and ragwort (ragwort to be hand pulled).

Banks to Main Drive.

From turning to Church/steps: strimmed/weeded twice annually and kept free of saplings.

From Church/steps to main bend: rhodendrons cut back from overhanging road once annually: kept free of saplings.

## 7 GENERAL

**Weed treatment** – soft areas and hard areas eg (but not limited to) tennis courts, road edging. Weed treatment will be applied where necessary and these works should be carried out as per industry best practice.

**Leaf clearance.** Leaves will be cleared regularly from all communal areas from September onward.

**Surface Gulleys.** All gulleys and associated drains will be inspected regularly and cleared as required to minimise blockages and maintain free drainage.

**Litter.** All roads, pathways and general landscaping areas will be kept clean and free from litter on a regular basis. Village bins (including dog poo bins) will be emptied weekly or more frequently if required, all to be disposed of off site.

**Roads.** Roads will be gritted and salted to maintain movement of vehicles during icy/snowy weather