

Moorhaven Village Management Company Ltd **Grounds Maintenance Schedule**

Contractor Name						
Contract Period	1 st April 2016 to 31 st March 2019	Weekly	Fortnightly	Monthly	Quarterly	Yearly

Litter					
Litter pick all landscaped areas					
Litter pick all communal areas					
Lawns and Grassed Areas					
Cut all grassed areas March-October					
Cut all grassed areas November-February					
Strim borders, boundaries, fence lines					
Edge paths					
Shrubberies and Beds - Communal					
Weed beds					
Fork over beds or replace mulch					
Prune and shape shrubs					
Cut back foliage from paths, signs etc					
Hedges – Communal & Private					
Prune and shape					
Weed and clear base of communal & roadside hedges					
Paths, Hard Standings and Car Parks					
Sweep communal paths, hardstandings and car parks					
Sweep external areas including tennis courts					
Weed Killing Programme					
Weed killing on communal beds					
Weed Killing and moss clearance – paths, hardstandings and tennis courts					
Leaves					
Clear all leaves from communal areas					
Clear all leaves from communal hardstanding areas, roads and gulleys					
Banks					
Main driveway - Strim, weed and keep free of saplings, ragwort (to be hand pulled) and prune shrubs					
Higher Yard - Strim, weed and keep free of saplings, ragwort (to be hand pulled) and prune shrubs					
Moorfields - Strim, weed and keep free of saplings, ragwort (to be hand pulled) and prune shrubs					
Moorpark - Strim, weed and keep free of saplings, ragwort (to be hand pulled) and prune shrubs					
Other					
Rainwater gulleys					
Communal bin emptying and disposal of rubbish					
Salting / gritting of main drive and other estate roads – please provide proposals					

Notes:

Unless agreed otherwise all arisings to be removed from site after each maintenance visit
Please feel free to provide separate schedules for summer/winter working if required