

**NORTH MOLTON PARISH COUNCIL**  
**ASSET MAINTENANCE CONTRACTOR**

Updated 20<sup>th</sup> March 2024

Asset Maintenance for North Molton Parish Council will include the following:

*Laurels Playground*

- clearing of leaves, beech masts, weeds and other natural debris as required
- cleaning moss and lichen from playground equipment
- cleaning of moss and mould from walls, using materials that will not damage the walls, paintwork and/or artwork
- all cleaning will be done with materials that are safe for use around children (or where necessary, the playground will be temporarily closed when unsafe materials, such as fungicides, are required)
- equipment should be checked for damage, but any repairs will be done by professional playground providers, unless otherwise decided by the Parish Council; all damage will be reported to the Parish Clerk; the monthly assessment will include a check of all moving parts

Village benches

- effect any repairs that are needed for the 8 benches owned by the Parish Council, including removal of rust, sanding wood panels, painting/staining and clearing of weeds

Book Box (the old phone box)

- if and when any repairs are needed, additional hours will be agreed

General

- the Parish Council will pay for materials needed, but spend must be approved at a full Council meeting (these occur once a month); the contractor will use their own tools
- for a 12-month period, the contractor is required for 40 hours of maintenance work (excluding any on the Book Box), and it is expected that this will not be uniformly distributed across the year (for example, there will need to be more leaf clearance in autumn); if during the year it becomes apparent that more time may be needed, this needs to be agreed at a Council meeting
- invoices must be sent to the Parish Clerk and clearly marked as for the North Molton Parish Council; payment will be made after the next PC meeting, where spend has to be agreed - this is generally the second Wednesday of the month
- the Parish Council will review progress every six months and reserves the right to terminate any agreement if work is unsatisfactory
- the contractor can give one month's notice at any point
- the contractor must have insurance and experience of the kinds of work being undertaken, as described above

To express interest in the above opportunity, please email the Parish Clerk [nmpclerk@gmail.com](mailto:nmpclerk@gmail.com) with your details and proposed hourly rate. Closing date 3<sup>rd</sup> April 2024.