

WPC.EC.26.04.03 – Miscellaneous & Emergency Estates Work

Miscellaneous & Emergency Estates Work

The Estates Committee occasionally commissions work, for example to replace benches on greens, the new railings at the cemetery, installation of new water butts. Whilst this sort of work is often undertaken by councillors, lay members and parish volunteers, it's not always possible to get a working party together in a desirable timescale. Additionally, work may sometimes arise which does need to be completed as a matter of urgency, for example, clearing fallen tree limbs or damaged assets following a storm, or cutting back vegetation which is a safety issue which is unlikely to be addressed within suitable timescales by responsible agencies.

The parish council has a range of powers to carry out works on its parish lands, in the cemetery which include:

- Public Health Act 1875, s.164
- Local Government (Miscellaneous Provisions) Act 1976, s.19

There is a further ancillary power under Local Government Act 1972, s.111 to do anything that will facilitate, be conducive to or incidental to the discharge of its powers and functions.

The Parish Council has approved a proposal to appoint a contractor to undertake ad hoc work within the parish during the previous four financial years (RH Landscapes and Maintenance Ltd) and nine parish days have been undertaken in total over the past four years). The scheme has worked well, enabling the parish to keep on top of jobs arising.

In order to ensure that the parish council is able to move forward and instruct any miscellaneous or urgent work as required for the current financial year, the parish council is asked to consider the quote received, attached as **Appendix A**.

A summary of quotes submitted is attached below:

R H Landscapes & Maintenance Ltd	Supply 2 operatives to carry out miscellaneous landscaping works around the village on an ad hoc basis, including all power hand tools and vehicle. Please note the price is per day	£595 plus VAT per day
----------------------------------	--	-----------------------

Powers:

Local Government Act 1972, s.214(2) - Power to provide and maintain cemeteries in or outside the council's area.

Open Spaces Act 1906, ss.9 and 10 - Power to provide and maintain open space or burial ground in or outside the council's area.

Public Health Act 1875, s.164

- Power to provide and maintain land for public recreation.
 - Power to provide and manage recreation grounds, public walks, pleasure grounds and open spaces.
- Open Spaces Act 1906, ss.9 and 10 - Power to provide and maintain land for open spaces in or outside of the council's area.

Funding:

Grounds Maintenance (general) - £1200

There are on occasion costs for materials, which would be authorised separately under the relevant budget line. Costs for basic materials and clearance have been quoted by the supplier for guidance.

Recommendation:

To appoint a contractor to undertake ad hoc work within the parish at a cost of not more than £1200 plus VAT for the financial year 2026.27.

From: Hilary Workman CiLCA <clerk@wickhambrook-pc.gov.uk>

Sent: 17 February 2026 10:03

Subject: Parish Days

Hello, at our April Estates Committee (9th April) we'll be looking at our annual parish day "contract".

We try to schedule two parish days a year - this is to cover heavier or more complex work that can't be carried out on our parish volunteer mornings.

Installation of posts, noticeboards, garden benches, some work to play equipment (replacing swing chains, cleaning at height etc) - it is usually quite a mixed bag, and scheduled for around June and November.

Could you provide me with a quote for daily rate and any on costs for materials?

If you haven't quoted before, please could you provide 3 references, ideally from parishes if you have supplied services to them.

Could you supply me with a quote not later than 31st March 2026 so that I can include in the agenda for the April meeting.

Hilary Workman CiLCA
Clerk and RFO

Wickhambrook Parish Council

Email: clerk@wickhambrook-pc.gov.uk

Website: www.wickhambrook-pc.gov.uk

If you would like to receive updates on parish activities, please [click on this link](#) to subscribe.

To contact the clerk, Hilary Workman, see below:

Tel: 07508 039810

E-mail: clerk@wickhambrook-pc.gov.uk

Website: [Parish Council - Wickhambrook Village](#)

Her normal working hours are mornings Monday to Friday.

Click here to view our [Privacy Policy](#).

This email and any attachments are intended solely for the addressee and may contain confidential information. If you are not the intended recipient, please notify the sender immediately and delete this email from your system. Any unauthorised use, disclosure, or copying of this email or its attachments is prohibited. Views expressed in this email are those of the individual sender and may not necessarily reflect the views of Wickhambrook Parish Council. The Parish Council accepts no liability for any loss or damage arising from the use of this email or attachments.

Security Warning and Viruses: Please note that this email has been created in the knowledge that Internet email is not a 100% secure communications medium. We advise that you understand and accept this lack of security when emailing us. Although we have taken steps to ensure that this email and attachments are free from any virus, we advise that in keeping with good computing practice the recipient should ensure they are actually virus free.

ESTIMATE



To: Wickhambrook Parish Council
Hilary Workman
Pavilion of the Memorial Social Centre
Cemetery Road
Wickhambrook
CB8 8XR

Issue Date	01/04/2026
Estimate No.	002435
Valid until	01/05/2026

Description	Unit Cost	Qty	VAT	Total
<i>Misc Parish Works</i>				
Supply 2 operatives to carry out miscellaneous landscaping works around the village on an ad hoc basis, including all power hand tools and vehicle. Please note the price is per day	595.00	1	119.00	714.00
Post mix 20kg - per bag	6.50	1	1.30	7.80
Cement 25kg - Per Bag	8.35	1	1.67	10.02
Sharp sand per ton	52.00	1	10.40	62.40
Disposal of old fencing/ green waste/ timber products - Per van load	40.00	1	8.00	48.00
Digger Hire per day	150.00	1	30.00	180.00
<i>When using natural products, (ie sandstone and timber) the colours and sizes may vary and may also react to weather conditions.</i>				
<i>***** A 50% DEPOSIT OF THE ESTIMATE VALUE IS PAYABLE PRIOR TO OUR START DATE WHEN MATERIAL COSTS ARE IN EXCESS OF £1500 *****</i>				

Sub Total:	851.85
VAT (20.00%)	170.37
Estimate Total (GBP):	1,022.22

TERMS STRICTLY ON COMPLETION

ALL GOODS REMAIN PROPERTY OF R.H. LANDSCAPES UNTIL PAYMENT IS RECEIVED IN FULL.

Bank Payments:-
Sort code 30-91-91
A/C No 39107468
Cheques made payable to R.H. Landscapes & Maintenance Services Ltd.

A: 61 Boeing Way, Mildenhall, Suffolk, IP28 7RJ

T: 01638 815530 | E: office@rh-landscapes.co.uk | W: rh-landscapes.co.uk