

**KIRKBURTON PARISH COUNCIL**  
**Burton Village Hall**  
**Northfield Lane**  
**Highburton**  
**Huddersfield HD8 0QT**

**SPECIFICATION FOR CLEARANCE CONTRACT ON PLOTS 19 AND 20**  
**GRANGE MOOR ALLOTMENTS**

**Contract Details**

Site: Allotment gardens situated on Liley Lane, adjacent to Wakefield Road by the Bon Marché roundabout. Please see the attached site plan for the exact locations of the work within the allotments.

Employer: Kirkburton Parish Council, Burton Village Hall, Northfield Lane, Highburton, Huddersfield HD8 8QT. Tel: 01484 604391 Email: [clerk@kbpc.co.uk](mailto:clerk@kbpc.co.uk)  
The office is open on Mondays and Thursdays from 9.30 am to 1.30 pm.  
To contact the Council urgently please use email.

**Preliminaries**

Contractors should acquaint themselves with the conditions of work before tendering, as no claim will be entertained on the grounds of want of knowledge.

Quotations are to be submitted exclusive of VAT.

The Contractor shall include in his tender for everything necessary to complete the works.

The Parish Council does not accept any responsibility for any cost incurred during the preparation of the tender.

The Contractor shall comply with the Health and Safety at Work regulations and all other statutes and regulations.

The exact content of the sheds and outhouses are unknown. They may contain hazardous substances and potentially sharp and/or rusty items, which could pose a risk of tetanus if they cut the skin.

Contractors must also consider the environmental impact of any substance that has leaked into the ground and include in their plan their arrangements for the removal of these items, noting the approximate quantities, what the substances are, where they have taken them to be disposed of and then provide the Council with a copy of the record of disposal. Following that contractors must then consider whether the ground has been contaminated and state what action is to be taken to clean it up.

Lone Working: If working alone the Contractor is required to take the precaution of notifying another person of his/her whereabouts and the length of time expected to be on site.

All rubbish shall be removed from the allotment gardens.

Work shall be carried out at minimum inconvenience to the Council's tenants, neighbouring properties and the general public.

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**PLOTS 19 AND 20 GRANGE MOOR ALLOTMENTS (Cont'd)**

Before the contract can commence, the contractor must supply the Council with a copy of the Public Liability Insurance cover and a risk assessment for the work, covering all aspects of health & safety. If the contractor is not known to the Council, three references where similar work has been carried out are also required. Contractors are requested to submit this information with their bids. Work cannot commence until the Council has confirmed that all the documentation is in place.

If any event occurs which may give rise to any claim or proceeding in respect of loss or damage to the Works or injury or damage to persons or property arising out of the Works, the Contractor shall immediately give notice to the Employer and the Insurers.

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**SPECIFICATION FOR CLEARANCE CONTRACT**

**PLOTS 19 AND 20 GRANGE MOOR ALLOTMENTS (Cont'd)**

**Detail:**

**Plot 19**

Dismantle and remove all structures, waste wood, tyres and all other items from the site, leaving the area clear and level, ready for occupation.

**Plot 20**

Clear the area of brambles, nettles, and remove all items of refuse from the site, leaving the site clear and level, ready for occupation.

Quote for the above works: £ .....

The earliest date available to commence the work: .....

Name:
Firm:
Address (inc post code):
Tel:
Fax:
Mobile:
Email: Please make clear any underscorings or full stops.

Please return this form to Mrs Angela Royle, Clerk to the Council, at Kirkburton Parish Council, Burton Village Hall, Northfield Lane, Highburton, Huddersfield HD8 0QT. You may wish to keep a copy for your own records.

Deadline for receipt of completed forms: **Midnight on Wednesday 2 August 2017**  
E -Mailed forms are acceptable.

If you are delivering by hand when the office is closed, please post in the main postbox to the left of the main door at the village hall, when facing the building.

All the data and information provided above and in any attachments, will be processed in accordance with Data Protection Legislation. Kirkburton Parish Council is subject to the Freedom of Information Act, and may be required to disclose some of the information provided at a later date, unless it is included in any of the exemptions specified in the Act.