

Town Clerk | Swaffham Town Council

From: Town Clerk | Swaffham Town Council
Sent: 29 April 2021 12:29
To: 'Graham Edwards'; Jill Skinner; Cllr S. Matthews; Paul Darby; Les Scott; Ian Pilcher; Wendy Bensley; Colin Houghton; Cllr S Bell; Brendan Holmes; Kurt Oliver; Deputy Clerk | Swaffham Town Council; Judy Anscombe
Subject: RE: Grass cutting

Dear Graham,

I acknowledge your request, which I will deal with in two parts as follows:-

1. At the Full Council meeting on 19th May, I will put your request on the agenda to formally review the larger areas of grass cutting and for the Council to approve a tendering process, as part of the review. I will list all of the areas concerned, as Claire has previously provided to you.
2. Secondly is the review process at the three meetings that you have suggested and these would be the dates where they would feature on the agenda, should the Council agree to the tendering process as part of a review as follows;
 - a. Wed 21st July – Estates and Recreation Committee
Looking at the practicalities and issues on the various sites, frequency of cutting and standards.
 - b. Mon 26th July – Finance Full Council
Looking at the financial details and comparing with staff time, getting the balance right.
 - c. Mon 2nd Aug – HR Committee
Looking at any contractual issues arising out of a or b, any changes to job description or duties etc.

Best regards,

Richard Bishop
Town Clerk



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From: Graham Edwards <cllredwards.swaffhamtc@gmail.com>

Sent: 27 April 2021 11:03

To: Town Clerk | Swaffham Town Council <townclerk@swaffhamtowncouncil.gov.uk>; Jill Skinner <cllrskinner.swaffhamtc@gmail.com>; Cllr S. Matthews <cllrmatthews.swaffhamtc@gmail.com>; Paul Darby <cllrdarby.swaffhamtc@gmail.com>; Les Scott <cllrscott.swaffhamtc@gmail.com>; Ian Pilcher <cllrpilcher.swaffhamtc@gmail.com>; Wendy Bensley <cllrbensley.swaffhamtc@gmail.com>; Colin Houghton <cllrhoughton.swaffhamtc@gmail.com>; Cllr S Bell <cllrbell.swaffhamtc@gmail.com>; Brendan Holmes <cllrhomes.swaffhamtc@gmail.com>; Kurt Oliver <cllroliver.swaffhamtc@gmail.com>; Deputy Clerk | Swaffham Town Council <deputyclerk@swaffhamtowncouncil.gov.uk>; Judy Anscombe <cllranscombe.swaffhamtc@gmail.com>

Subject: Grass cutting

Dear Richard

I said nothing last night about the quotes for contractors cutting all grass areas but anyone who chooses to will recall this has been a theme of mine for nearly a year. I have asked for this at every open spaces meetings and when it has been raised elsewhere. In order to consider this I asked Claire to provide details for all open areas where we cut the grass. Why would i want this other than to consider those areas?

To now say there was no specific instruction to obtain these quotes might be true in the absolute bureaucratic world but people know it has been requested and Claire told me how the process of obtaining quotes has changed from her to you to Graham. I asked for this before we even knew about the Abel site and the needs for grass cutting there.

The HR committee was asked with considering staffing with regard to grass cutting and it was obvious from this that the whole grass cutting programme needed to be considered and once again I raised it there, no record obviously.

So I now ask that at the following meetings an item is put on the agenda to formally request that we obtain quotes for cutting all open areas. Full Council, Finance meeting, HR meeting, "Open spaces" meeting. When we have this information we can consider who will do what with regard to grass cutting.

Best regards.

Cllr Graham Edwards
Mobile : 07919 88 88 72