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Opinions expressed in this email are those of myself not the Council, unless specifically indicated to that effect.

From: Jason@stalbanpc.org <Jason@stalbanpc.org>
Sent: Wednesday, November 27, 2024 11:34 AM
To: 'clerk@stalbanpc.org' <clerk@stalbanpc.org>; 'Cllr Dave White' <dave@stalbanpc.org>; 'Cllr Dylan Jones' <dylan@stalbanpc.org>; 'Cllr Francesco Lari' <francesco@stalbanpc.org>; 'Cllr John Todd' <john@stalbanpc.org>; 'Robert Gardiner' <Robert.Gardiner1@hotmail.com>
Subject: Update: First Quote Secured for Watering Service

Dear Councillors,

Following last night's Council meeting, I am pleased to inform you that I have secured our first quote from a local window cleaning company, **David's Window Cleaning Service**, which will transition to **DWCS Window Cleaning Services** in January 2025.

- **Scope of Work and Costs**
- **Initial Visit:**
 - Fill the reservoirs of all six (6) three-tiered planters to full capacity.
 - Water the soil and plants thoroughly.
 - Cost: **£50**.
- **Weekly Watering (April to October):**
 - Regular weekly visits to top up reservoirs and water the soil and plants.
 - Cost per visit: **£30**.
 - Total cost for the 28-week period: **£840**.
- **Extreme Weather Call-Outs:**
 - Additional one-off visits can be arranged in the event of extreme hot weather.
 - Cost per visit: **£30**.
- **Insurance Requirements**

The contractor has confirmed they will provide evidence of **Public Liability Insurance** upon being awarded the contract.

Draft Contract

I have also drawn up a **draft contract** for this arrangement, which I propose we review and discuss at the next Council meeting.

This quote and the accompanying draft contract provide us with a clear, structured approach to ensure the upkeep of our planters during the watering season. I look forward to hearing any feedback or suggestions you might have before we proceed further.

Regards

Councillor Jason King

St Albans Parish Council

<https://stalbanpc.org>

From: Jason@stalbanpc.org
Sent: 27 November 2024 11:46
To: clerk@stalbanpc.org; 'Cllr Dave White'; 'Cllr Dylan Jones'; 'Cllr Francesco Lari'; 'Cllr John Todd'; 'Robert Gardiner'
Subject: Update: Second Quote Secured for Watering Service

Dear Councillors,

Further to my previous update, I am pleased to inform you that I have secured an additional quote for the watering service from **Holistic Property Limited**.

Scope of Work and Costs

1. Initial Visit:

- Fill the reservoirs of all six (6) three-tiered planters to full capacity.
- Water the soil and plants thoroughly.
- **Cost included in standard visit rate.**

2. Weekly Watering (April to October):

- Regular weekly visits to top up reservoirs and water the soil and plants.
- Cost per visit: **£40.**
- Total cost for the 28-week period: **£1,120.**

3. Extreme Weather Call-Outs:

- Additional one-off visits can be arranged in the event of extreme hot weather.
- Cost per visit: **£40.**

Insurance Requirements

Holistic Property Limited has confirmed they will provide evidence of **Public Liability Insurance** upon being awarded the contract.

Draft Contract

The scope of work aligns with the draft contract I have prepared. This draft will be presented for discussion at the next Council meeting to ensure the terms are agreeable and meet our requirements.

This additional quote provides a further option for comparison, enabling us to make an informed decision on the best value for the Council. I look forward to your feedback ahead of the next meeting.

Regards

Councillor Jason King

St Albans Parish Council

<https://stalbanpc.org>

PARISH COUNCIL LEGAL DISCLAIMER

From: Jason@stalbanpc.org
Sent: 27 November 2024 11:46
To: clerk@stalbanpc.org; 'Cllr Dave White'; 'Cllr Dylan Jones'; 'Cllr Francesco Lari'; 'Cllr John Todd'; 'Robert Gardiner'
Subject: Update: Second Quote Secured for Watering Service

Dear Councillors,

Further to my previous update, I am pleased to inform you that I have secured an additional quote for the watering service from **Holistic Property Limited**.

Scope of Work and Costs

1. Initial Visit:

- Fill the reservoirs of all six (6) three-tiered planters to full capacity.
- Water the soil and plants thoroughly.
- **Cost included in standard visit rate.**

2. Weekly Watering (April to October):

- Regular weekly visits to top up reservoirs and water the soil and plants.
- Cost per visit: **£40**.
- Total cost for the 28-week period: **£1,120**.

3. Extreme Weather Call-Outs:

- Additional one-off visits can be arranged in the event of extreme hot weather.
- Cost per visit: **£40**.

Insurance Requirements

Holistic Property Limited has confirmed they will provide evidence of **Public Liability Insurance** upon being awarded the contract.

Draft Contract

The scope of work aligns with the draft contract I have prepared. This draft will be presented for discussion at the next Council meeting to ensure the terms are agreeable and meet our requirements.

This additional quote provides a further option for comparison, enabling us to make an informed decision on the best value for the Council. I look forward to your feedback ahead of the next meeting.

Regards

Councillor Jason King

St Albans Parish Council

<https://stalbanpc.org>

PARISH COUNCIL LEGAL DISCLAIMER

From: Jason@stalbanpc.org
Sent: 27 November 2024 12:04
To: clerk@stalbanpc.org; 'Cllr Dave White'; 'Cllr Dylan Jones'; 'Cllr Francesco Lari'; 'Cllr John Todd'; 'Robert Gardiner'
Subject: RE: Update: Third Quote Secured for Watering Service

Dear Councillors,

Following my ongoing efforts to secure quotes for the watering service, I am pleased to inform you that I have obtained a further quote from **Sunlight Window Cleaning**.

Scope of Work and Costs

1. Initial Visit:

- Fill the reservoirs of all six (6) three-tiered planters to full capacity.
- Water the soil and plants thoroughly.
- **Cost included in standard visit rate.**

2. Weekly Watering (April to October):

- Regular weekly visits to top up reservoirs and water the soil and plants.
- Cost per visit: **£43.**
- Total cost for the 28-week period: **£1,204.**

3. Extreme Weather Call-Outs:

- Additional one-off visits can be arranged in the event of extreme hot weather.
- Cost per visit: **£43.**

Insurance Requirements

Sunlight Window Cleaning has confirmed they will provide evidence of **Public Liability Insurance** upon being awarded the contract.

Draft Contract

The scope of work aligns with the draft contract I have prepared. This draft will be presented for discussion at the next Council meeting to ensure the terms are agreeable and meet our requirements.

This quote provides an additional option for comparison, enabling us to assess the best value for the Council. I look forward to your feedback and input at the next meeting.

Kind regards,

Councillor Jason King

St Albans Parish Council

<https://stalbanpc.org>

PARISH COUNCIL LEGAL DISCLAIMER

CONTRACT FOR THE PROVISION OF WATERING SERVICES

Between St Albans Parish Council (SAPC) and DWCS Window Cleaning Services

This Agreement is made and entered into on this ___ day of _____, 2025, by and between **St Albans Parish Council (SAPC)**, hereinafter referred to as "the Council," and **David's Window Cleaning Service**, which shall operate as **DWCS Window Cleaning Services** from 1st January 2025, hereinafter referred to as "the Contractor."

Both parties agree to the terms and conditions set out below:

1. SCOPE OF SERVICES

1.1 The Contractor agrees to provide a watering service for **six (6) three-tiered planters** located across the Parish.

1.2 The service shall include:

- Filling the reservoirs of each planter to full capacity.
 - Thoroughly watering the soil and plants.
-

2. SCHEDULE AND COSTS

2.1 Initial Visit:

- The Contractor shall conduct an initial visit to fill all reservoirs and water the plants at a cost of **£50**.
- This visit is to ensure the planters are fully hydrated and ready for the season.

2.2 Weekly Watering (April to October):

- The Contractor shall top up the reservoirs of each planter and water the soil and plants **once per week** during the period from April to October.
- The cost for each visit will be **£30**.
- The total annual cost for regular weekly watering over **28 weeks** (April to October) is **£840**.

2.3 Extreme Weather Call-Outs:

- In the event of extreme hot weather, the Council may request an additional one-off call-out.
- The cost for such a call-out will be **£30 per visit**.

- **Note:** The total annual cost of **£890** (inclusive of the initial visit) does not include charges for any additional call-outs during extreme weather.
-

3. PAYMENT TERMS

3.1 Payments for services shall be made on a monthly basis, upon receipt of an itemised invoice from the Contractor.

3.2 Invoices must include details of the dates of service and any additional call-outs undertaken.

4. INSURANCE REQUIREMENTS

4.1 The Contractor shall provide evidence of valid **Public Liability Insurance** prior to the commencement of the contract.

4.2 The insurance must remain valid and in force throughout the duration of this contract.

5. TERM OF THE CONTRACT

5.1 This contract shall commence on the date of signing and will remain in force for the duration of the watering season (April to October).

5.2 Either party may terminate this contract by providing **30 days' written notice**, subject to the settlement of any outstanding invoices.

6. RESPONSIBILITIES OF THE CONTRACTOR

6.1 The Contractor shall perform all services to a high standard and in a professional manner.

6.2 The Contractor shall use their own equipment for the watering service and shall ensure all work is carried out safely and in compliance with all applicable regulations.

7. RESPONSIBILITIES OF THE COUNCIL

7.1 The Council shall ensure the Contractor has access to the planters at all required times.

7.2 The Council shall communicate any additional watering requirements in a timely manner.

8. DISPUTE RESOLUTION

8.1 Any disputes arising under this contract shall be resolved amicably through mutual discussions.

8.2 If a resolution cannot be achieved, the matter shall be referred to mediation.

9. COMPANY NAME TRANSITION

9.1 The Contractor, currently operating as **David's Window Cleaning Service**, shall trade as **DWCS Window Cleaning Services** from 1st January 2025.

9.2 All terms and conditions of this contract shall remain valid and enforceable regardless of the name change.

10. SIGNATURES

For St Albans Parish Council (SAPC):

Name: _____

Position: _____

Signature: _____

Date: _____

For the Contractor (DWCS Window Cleaning Services):

Name: _____

Position: _____

Signature: _____

Date: _____

This contract constitutes the entire agreement between the Council and the Contractor regarding the watering service and supersedes any previous agreements, whether oral or written.