

Report to Full Council: Grounds Maintenance October 2025

Purpose of the report

To seek approval for expenditure on turf to complete annual cemetery turfing for 68 graves and for the purchase of standard rose bushes for the Garden of Remembrance and cremated remains plots to replace previous planting and ensure availability for new plots, both to be carried out in October 2025 subject to suitable weather conditions.

Background

The council undertakes cemetery turfing once each year. Turfing was not carried out in April 2025 because of unusually hot weather and the risk of poor establishment. The works are now proposed for October 2025 when cooler and wetter conditions should improve establishment. Replacement standard roses are also required to maintain presentation and to meet demand created by new plots.

Turfing quotations

Three written quotations have been obtained for Turf 207 in a quantity of 10 Ton. Thompsons of Crews Hill quoted £1,640.00 with split delivery. Online Turf quoted £2,078.63. Dandys quoted £2,626.90. Thompsons of Crews Hill is the lowest priced supplier.

Turfing budget and financial implications

The expenditure will be charged to Budget Code 144 Grave Maintenance. The current available budget before this spend is £2,000.00. The recommended quotation from Thompsons of Crews Hill totals £1,640.00 which is within the available budget. If approved, the remaining balance in Budget Code 144 following this purchase would be £360.00. The quotes from Online Turf and Dandys exceed the current available budget.

Roses quotations

Three written quotations have been obtained for standard roses in the following quantities for replacement and new capacity at the Garden of Remembrance and cremated remains plots, 12 pink, 15 yellow, 17 red, and 9 white. Henry Street Nursery provided a total price including VAT of £820.67. Style Roses provided a total price including VAT of £990.73. Garden Roses provided a total price including VAT of £1,023.63. Henry Street Nursery is the lowest priced supplier.

Roses budget and financial implications

The expenditure will be charged to Budget Code 139 Ground Maintenance. The current available budget before this spend is £2,293.49. Proceeding with Henry Street Nursery at £820.67 would leave a remaining balance of £1,472.82.

Delivery and timing

For turfing, split delivery is proposed to stagger supply and provide sufficient time to complete the work to the required standard without waste. For roses, planting will be scheduled for October 2025 to align with the autumn planting window and to support establishment. All works will proceed only when weather conditions are suitable.

Value for money and procurement compliance

Obtaining three quotations for both workstreams demonstrates market testing and secures best value. Awarding to the lowest priced compliant suppliers provides an efficient use of public funds while meeting service requirements.

Risks and mitigations

Weather remains the principal risk to programme and establishment for both turf and roses. Scheduling for October and using split delivery for turf provides flexibility to pause if conditions are

not favourable. Supplier availability risk is reduced through timely approval and ordering. Any minor slippage caused by adverse weather can be managed within the autumn window.

Legal and equalities considerations

There are no known legal impediments arising from these purchases. Maintaining the cemetery and remembrance areas in a tidy and respectful condition supports equal and fair access for all visitors.

Environmental considerations

Carrying out turfing and planting in autumn should reduce irrigation needs and improve establishment, lowering the risk of loss and waste. Officers will manage the works to minimise soil disturbance and waste.

Recommendations and decision required

That Full Council approves expenditure of £1,640.00 from Budget Code 144 Grave Maintenance for the purchase of 10 Ton of Turf 207 from Thompsons of Crews Hill with split delivery, to be undertaken in October 2025 subject to suitable weather.

That Full Council approves expenditure of £820.67 from Budget Code 139 Ground Maintenance for the purchase of standard roses from Henry Street Nursery in quantities 12 pink, 15 yellow, 17 red, and 9 white for the Garden of Remembrance and cremated remains plots to replace previous planting and to ensure availability for new plots.

That the Clerk is authorised to place the orders and make all necessary arrangements to complete the works.

Prepared by: **Samuel Warren**
Cemetery and Open Spaces Supervisor
Chigwell Parish Council