

# Wem Town Council

*Wem-Birthplace of the Modern Sweet Pea*

Town Clerk and Treasurer:  
Mrs. P. E. O'Hagan

Wem Town Council Offices  
Edinburgh House  
New Street  
Wem, Shropshire  
SY4 5DB



Tel & Fax: (01939) 232733  
Email: [info@wem.gov.uk](mailto:info@wem.gov.uk)  
Assistant Clerk Email:  
[assistant.clerk@wem.gov.uk](mailto:assistant.clerk@wem.gov.uk)  
Website: [www.wem.gov.uk](http://www.wem.gov.uk)

13<sup>th</sup> November 2019

## FLORAL PLANTER WATERING AND MAINTENANCE INVITATION TO QUOTE

### QUOTES ARE INVITED FOR THE FOLLOWING WORK SPECIFICATION

#### Summer

1. To collect the 20 pole planters, 4 barrel planters and 2 x 3 tiered planters from The Town Council's contractor and erect them by the 1<sup>st</sup> June 2020.
  2. To water all planters at least three times a week, (as specified in appendix A ) fertilize as necessary and maintain the planters in a tidy and attractive condition until the end of September 2020. In addition to the Town Council owned planters watering of the following troughs is included in the contract
- | Location                                      | Number | Planter Type |
|---|--------|--------------|
| High Street - Outside Wem Town Hall           | 1      | Trough       |
| High Street - Adjacent to Monks Estate Agents | 2      | Trough       |
| High Street - Outside library                 | 1      | Trough       |
3. To dismantle the planters and return to agreed location.
  4. To water 5 entrance planters once a week during summer season (this may be more or less often depending on the weather) and to maintain the planters in a tidy and attractive condition until the end of September 2020.
  5. To remove summer bedding plants from entrance planters and leave planters in a tidy state for the winter period.
  6. At the end of September to remove all planters and recycle the compost on the Town Council's allotments (contractor to be informed of composting site.)

## Winter

1. To supply winter bedding plants and plant up the 4 barrel planters on The Jubilee Square for the winter season. Barrels to be planted with winter bedding by 30<sup>th</sup> November 2020.
2. To water barrels once a week during winter season (this may be more or less often depending on the weather) to maintain the planters in a tidy and attractive condition until the end of March 2021.

The successful applicant will be required to provide evidence of public liability insurance, method statements and risk assessments for the watering and maintenance of the planters.

Please also provide a separate price for the summer watering and maintenance of 2 barrier planters 1290mm x 380mm x 280mm. To be located potentially on the Recreation Ground Fence on Station Road.

**PLEASE SUBMIT QUOTES TO THE TOWN CLERK,  
WEM TOWN COUNCIL, EDINBURGH HOUSE,  
NEW STREET, WEM SY4 5DB  
[info@wem.gov.uk](mailto:info@wem.gov.uk), 01939 232733  
by 2nd December 2019**

Appendix A

The Town Council is responsible for the maintenance of floral planters in Wem in the following locations

<b>Location</b>	<b>Number</b>	<b>Planter Type</b>
High Street. At the rear of the pavement in front of the Church and Church Hall.	10	8' high pole surmounted by a plant holder approximately 24" in diameter
High Street. Outside the Library.	2	8' high pole surmounted by a plant holder approximately 24" in diameter
Aston Street. Outside the Mythstories Museum (the former Morgan library)	3	8' high pole surmounted by a plant holder approximately 24" in diameter
Leek Street. At the rear of the pavement opposite the Youth Club.	5	8' high pole surmounted by a plant holder approximately 24" in diameter*
Barrel Planters located on The Jubilee Square	4	Diameter 630mm Depth 450mm
Entrance Planters Whitchurch Rd Soulton Rd Shawbury Rd Shrewsbury Rd Ellesmere Rd	5	Wooden in situ planters 1.22m in length 56cm in width & 54cm in height
Jubilee Square area	1	3 tiered planter
Isherwoods Road entrance	1	3 tiered planter

\* please note these planters may be relocated for 2020 but they will still be within the town center

The following planters are included for watering only

<b>Location</b>	<b>Number</b>	<b>Planter Type</b>
High Street - Outside Wem Town Hall	1	Trough
High Street - Adjacent to Monks Estate Agents	2	Trough
High Street - Outside library	1	Trough