



Mr John Hickman  
Operations and Estates Officer  
**Witney Town Council**  
Town Hall  
Market Square  
Witney  
Oxon  
OX28 6AG

Our Ref: KS/S19-097

7<sup>th</sup> October 2019

**RE: PROPOSED RENOVATION WORKS.**

Dear Mr Hickman

Thank you for your enquiry regarding renovation works to the sports pitch at the Leys Recreation Ground. During our recent site visit, we were able to carry out a visual assessment of the pitch and now have pleasure in submitting our estimate of cost for carrying out the improvement works.

We discussed various options for relieving compaction and generally improving the surface of the pitch. One option would be to cultivate the surface, re-grade, fertilise and seed, but this will require the area to be out for commission for a year or so, which would mean cancelling all the planned events which regularly take place. This option would need to be carried out during dry conditions, most likely late spring 2020, it would also run the risk of bringing some of the underlying stone to the surface, and without irrigation, the re-establishment would be entirely at the mercy of the weather. For these reasons it was considered that this option presents too many risks, and the length of time the pitch/area would need to remain out of use, would be unacceptable.

We have therefore, based our estimate on retaining the existing grass sward which, on the day of our visit was presenting more than 90% coverage with no discernible weed content. The suggested work schedule is intended to relieve surface compaction, introduce good quality sports grasses to thicken the sward, and fertilise and top dress to encourage further development. This option will retain all the existing grass cover and although having some risks, it is far less weather dependent. Some of this work could be carried out this autumn, subject of course, to suitable weather and ground conditions, and further works carried in spring 2020. This approach should increase the likelihood of all the planned events for summer 2020, taking place as usual. There will of course, be some degree of compromise with the quality of the grass surface and the amount of intended use. Given the nature and number of events traditionally held on the area, it is inevitable that compaction will occur again, and so it is important that sufficient funds are made available to support an ongoing, tailored maintenance programme.

We have allowed for sowing DPRG seed mix, germination and establishment of the sward will be subject to adequate irrigation and /or subsequent weather conditions. We would strongly recommend that a suitable grass cutting programme is adopted to further encourage the developing sward.

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The depth and timing of all vertidrain operations will be subject to suitable ground conditions.

We have allowed for four applications of fertiliser throughout the year, the analysis and timing of each application will be subject to prevailing weather and ground conditions.

There are a few minor depressions within the pitch surface, these should be dealt with in-house together with any goal mouth repairs, prior to commencement of the proposed works.

We have assumed satisfactory access and storage areas for heavy plant and materials, no allowance has been made for any reinstatement of same.

No allowance has been made for dealing with any services which, may be affected by the works.

Our rates are based on current prices for materials and include the aggregate levy at the current rate, any further increases imposed by suppliers or changes to the levy, will be charged accordingly.

Any programme of work is strictly subject to weather and ground conditions both prior to and during the contract.

We hope we have interpreted your requirements correctly, but should you have any queries, please do not hesitate to contact us. May look forward to receiving your further instructions in due course.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Kevin Smith', enclosed within a large, loopy oval flourish.

Kevin Smith  
Sportsturf Consultant