



Example of Our Design Service and Process

Initial enquiry comes into our office via E-mail, WhatsApp or telephone call and we respond accordingly in order to establish appropriate “next step” : typically....

Stage 1 :

1. Initial site visit booked as required
2. Site visit undertaken:
 1. Discuss vision, wish list, develop brief
 2. Take photos of existing outdoor space to be included in the design. Measure up, establish levels/required changes,
 3. Test dig where required,
 4. Note compass directions/ site orientation
 5. Plot outline of garden and buildings on paper whilst on site

Cost For Stage 1 : (All prices include VAT) : **£60.00 or up to 2 hours on site : plus £25.00 per hour thereafter. Mileage expenses charged at £0.30 per mile but only for any mileage in excess of 20 miles round trip from MK10**

Stage 2

1. Design response using CAD software :
 1. 2D Site plan with dimensions
 2. 2D Block plan to scale : allocating space to desired elements/features
 3. 2D Materials plan - indicative colours, shades, textures allotted to spaces using the Software’s materials library for visualisation purposes
 4. 2D Accessories plan : features plotted to scale in proposed locations e.g. tables, chairs, play equipment, pergola, bbq, hot tub etc : actual sizes to scale
 5. 3D View - an example from any chosen viewpoint will be provided on paper. 3D views from many different angles and a “Walkthrough” can be presented on screen if a follow up (on site) or “Zoom” meeting (with office) or is booked
 6. Amendments made following client feedback until the desired design is achieved

Cost For Stage 2: (All prices include VAT) : **cost for office based work is charged at £30.00 per hour and a typical standard plan set works out at around £480.00 for a garden up to 100 sq m i.e Band 1, depending on how many iterations are undertaken at the clients request.**

Optional Extras : a specific price would be offered, on request, based on scope of design and scale of works :

1. Spreadsheet detailing proposed construction materials, suggested supply source, attainable current market price, quantities required in order to give you a reliable guide as to what the total cost would be for all the elements needed to build the garden to Association of Professional Landscapers best practice standards. This will enable you to obtain and compare prices from reputable contractors to implement the approved design and build your dream garden for you.
2. Sampling service : for key materials like paving, walling, masonry paint colours, decking, timber samples decorative gravels/aggregates, artificial turf, lighting, irrigation etc
3. Planting plan and/or irrigation and/or lighting plan
4. Project management service.
5. Quote for our own team to build the garden, including groundworks and materials supply, if required and depending on your timing and our availability.

- ☀️ Project Ref : 58RW NN83AZ
- ☀️ Project Type : Rear garden for first owner Barratt New Home
- ☀️ Distance from office : 27 miles : 54 mile round trip
- ☀️ Client initial wish list : prioritised
 - Solid base for Hot Tub (size given) behind garage
 - Flat/level lawn in quality artificial grass
 - Large patio area(s)
 - Sloping path from slabs set in gravel rising to meet Hot tub base
 - Gazebo - if possible (maybe ad later when budget available)
 - Minimal planing - low maintenance
 - Lighting (if budget is sufficient)
 - Perimeter strip lighting
 - Feature plan up/cross lighting
 - Wall - up/down lighting
- ☀️ Stated budget c £24,000.00

☀️ Challenges

- ☀️ Low point of access via side gate
- ☀️ Sloping bottom to top
- ☀️ Sloping across - right to left
- ☀️ Waterlogged - drainage
- ☀️ Retain neighbouring land following dig off
- ☀️ Budget : given groundworks required and “wish list”
- ☀️ Target timing : Garden completed by Easter 2025
- ☀️ Current status : out to tender



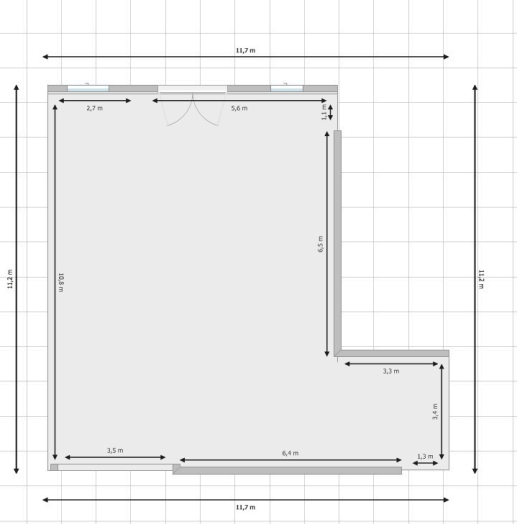
☀️ 1. Site photos : “current reality “ As left by developer of the new home :



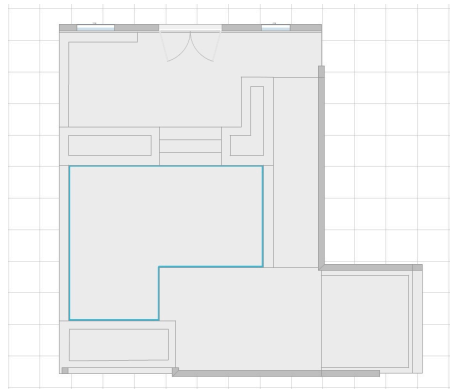


Garden design : response to initial brief

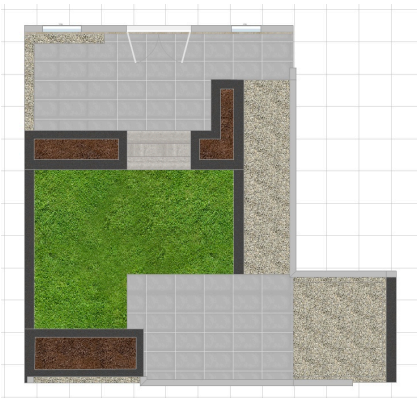
1. Enter site measurements into Design software



2. Block plan : allocate space to key elements



3. Materials : colours, textures, types



4. Plot retained and potential new features to scale



5. Previous layouts discussed with client before above was selected for detailed costing




6. Client Preferred Design : Viewed in 3D (option to walk through on iPad)



Garden design :
Selected Optional Extra : Materials estimate



7.Extract from the much fuller and more comprehensive spreadsheet that we provide any client who selects the option to receive a detailed material specification, costing and method statement

Filename : Estimating Template									
Print Date : 31-Mar-25				Prospective Client : *****					
 <p>VERDANT AND BRIGHT GARDEN HOME</p> <p>The Design Studio, 9 Noon Layer Drive, Middleton, MK10 9BT T : 01908 669335 M : 07711 653496 & 07460 531319 E : info@verdantandbright.co.uk Co Reg No : 12295949 VAT Number : 337641884</p>		Address : Romeo Way Wellingborough, Northants		Design version : 4		Dated : 12/03/2025			
		Cumulative Estimate of all Included Products as indicated by a Y below		£14,901.07		Exc Vat			
		VAT Rate : 20%		£2,980.21		£17,881.28		Inc Vat : running total	
								NB Lawn and lighting still to be added	
Description		DATE LIST PRICE (exc VAT) LAST CHECKED	CLIENT FEEDBACK REF INCLUSION OR EXCLUSION (IN PRINCIPLE)			Key Element Sub-Total Exc VAT	ACTUAL MATERIALS AND PROGRAM		
Key Cost Element	Product Description		INCLUDE Y/N?	COST EXC VAT	CUMULATIVE cost - exc VAT			Likely Supplier :	
Groundworks	OSB Board, Black plastic and hessian, scaffold board to protect drive and to traverse ground	31/03/2025	Y	£160.00	£1,594.17	£1,594.17	Huws Gray		
Groundworks	Fuel - for plant hire : wacker/digger/skip loader	31/03/2025	Y	£45.00	£1,639.17	£1,639.17	BP		
Groundworks	Take off turf and remove to outside for muck away : included above	31/03/2025	Y	£0.00	£1,639.17	£1,639.17	n/a		
Sub bases/Drainage	Detailed hand dig (following use of JCB) of patio and side path to stable ground sub base level in preparation for MOT hardcore : included in labour cost	31/03/2025	Y	£0.00	£1,639.17	£0.00	n/a		
Sub bases/Drainage	Ground stabilisation/weed suppression membrane : for under hard landscaped areas (excluding artificial turf area which will be costed separately)	31/03/2025	Y	£120.00	£1,759.17	£120.00	HLS : in house team		
Sub bases/Drainage	Plate compactor hire	31/03/2025	Y	£78.00	£1,837.17	£198.00	Huws Gray		
Sub bases/Drainage	MOT Type 1 : compacted to 150mm	31/03/2025	Y	£360.00	£2,197.17	£558.00	HLS or Huws Gray		
Sub bases/Drainage	"Aco" drainage (black plastic - will not be seen) across rear elevation perimeter, supply, lay on lean mix and haunch - includes end caps and take off and connection to drainage infrastructure : labour and materials	31/03/2025	Y	£260.00	£2,457.17	£818.00	Trade Pipes Ltd plus HLS (ballast/sharp/cement) and in house team		
Patio adjacent to house	Perimeter brick support framework to achieve level threshold patio out to level lawn : blue engineering bricks	31/03/2025	Y	£445.00	£2,642.17	£445.00	Huws Gray		
Patio adjacent to house	Porcelain Paving : plenty of choice up around £36 per sq m plus delivery (if applicable) and plus VAT : side paths in front of extension and down side of house e.g. 900x600x20mm slabs 600mm and/or 900mm wide (1.85 slabs per sq m)	31/03/2025	Y	£394.55	£3,036.72	£839.55	London Stone Company		
Patio adjacent to house	Ultra or Fuga Pave slurry primer : up to 28 sq m per bag	31/03/2025	Y	£34.00	£3,060.72	£863.55	Pro Tiler Tools or London Stone Co.		
Patio adjacent to house	Ultra or Fuga ProPave Porcelain Mortar : 2 sq m per 25kg bag	31/03/2025	Y	£75.60	£3,136.32	£939.15	Pro Tiler Tools or London Stone Co.		
Patio adjacent to house	Easy Tile Align Spacer levelling system - Posts for 3mm joint	31/03/2025	Y	£26.00	£3,162.32	£965.15	Wickes, Pro Tiler Tools or London Stone Co.		
Patio adjacent to house	Easy Tile Align Spacer levelling system - Spacers	31/03/2025	Y	£54.00	£3,216.32	£989.15	Wickes, Pro Tiler Tools or London Stone Co.		

N.B. Each Key Cost Element is given a shade of blue and the running sub-total for each key element is then shown in bold text

The block highlighted in yellow shows an ongoing "cumulative" running total for all items (product descriptions) that the client would ideally like included - as shown by a Y or N - then contributes to the running total. Iterations are carried out until the final specification is decided and a budget established to use when evaluating any quotation received from contractors who the client approaches. In this case client plans to purchase his own hot tub and pergola from within his total stated budget.

Garden design :
Example invoice :



8. Example invoice that applied to this level of design and consultancy to date (prices as at March 2025)

Description		Quantity	Unit Price Exc VAT	Value Exc VAT	£'s VAT @ 20%	Amount GBP
Work at Client Site :						
Initial Site Visit to measure up and develop brief : Standard charge for up to two hours on site : £60.00 inc VAT		1	£50.00	£50.00	£10.00	£60.00
Additional time on site @ £25 per hour inc. VAT		0	£20.83	£0.00	£0.00	£0.00
<i>Expenses : Mileage @ £0.30 per mile inc VAT : but no charge up to radius of 10 miles of office : so first 20 miles of round trip is not charged for</i>						
Length of journey for round trip from and back to Design Studio (miles):	54	34	£0.25	£8.50	£1.70	£10.20
Studio based Work :						
2D Design layouts and 3D Visualisation for Garden plot of 98.8 sq m : i.e. Band 1		1	£400.00	£400.00	£80.00	£480.00
Iterations to get to sign off following initial presentation : studio hours : (@ £30.00 per hour inc VAT)		2	£25.00	£50.00	£10.00	£60.00
Printing to A3 size : 1 x 2D, 1 x 3D plus print off of Estimating Spreadsheet at A4 : No Charge						£0.00
E-mail of all final files in .pdf format : No Charge						£0.00
TOTAL :						£610.20
Less initial deposit paid to confirm order for design work :		1	£200.00	£40.00		£240.00
BALANCE TO PAY :			£370.20		NOW DUE :	£370.20
Due Date: 17-Mar-25 Please remit to : Metro Bank : Business Current Account : Verdant and Bright Garden and Home Ltd. Sort Code : ***** Account Number : *****						
<small>Basic Terms and Conditions: All materials delivered to or installed on site by V&B G&H remain the property of Verdant and Bright Garden and Home Ltd until paid for in full. Payment terms : An agreed deposit to be paid in advance to commission design work : Balance invoice to be paid by stated due date above unless otherwise agreed in writing before the commencement of work on site. Late payments may be charged interest at the prevailing Bank of England Base Rate plus 4.5% per annum pro rata on a daily basis until the invoice is settled in full.</small>						
<small>Thank you</small> VAT Registration Number: 337 6418 84 Company Registration No: 12295949 Registered Office: Carlton House, High Street, Higham Ferrers, Northamptonshire, NN10 8BW, United Kingdom.						