



**National Government Constituencies Development Fund**

Mwea East DCC's Ground

P.O BOX 99 -10303

Wang'uru

Cellphone: 0721552292

Email: cdfmwea@ngcdf.go.ke

**FULLBOARD MEETING HELD ON 19/10/2020 AT NGCDF BOARDROOM**

**MEMBERS PRESENT**

- |                     |                 |
|---------------------|-----------------|
| 1. Isaac Wamugunda  | F.A.M           |
| 2. Josphat Muthike  | Chairman        |
| 3. Mary Munene      | Secretary       |
| 4. Leila Osman      | Member          |
| 5. Teresiah Njeri   | Member          |
| 6. Alice Wangui     | Member          |
| 7. Charles Gichobi  | Member          |
| 8. Harrison Mburu   | Member          |
| 9. Teresiah Nyokabi | Member          |
| 10. Fred Ayieko     | D.C.C Mwea East |

**IN-ATTEDANCE**

- |                      |                      |
|----------------------|----------------------|
| 1. Patrick Kaboi     | Oversight Secretary  |
| 2. Monica Mumbi      | Sign interpreter     |
| 3. Teresa Macharia   | D.A                  |
| 4. Geoffrey Ndirangu | Assistant accountant |

**AGENDAS**

1. Prayers
2. Reading and confirmation of the previous minutes

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F.A.M. Isaac K. Wamugunda.....SIGNATURE [Signature].....DATE 19/10/2020  
CHAIRPERSON Josphat Muthike.....SIGNATURE [Signature].....DATE 19/10/2020  
SECRETARY Mary M. Munene.....SIGNATURE [Signature].....DATE 19/10/2020

3. Projects Change of Activity
4. Projects Reallocation
5. Payment Approval
6. Renewal of staff Contracts
7. A.O.B

**MIN 43/19/10/2020: PRAYERS**

The meeting started with a word of prayer from Teresiah Nyokabi at 09:30 a.m. The chairman welcomed members and introduced the agenda of the day.

**MIN 44/19/10/2020: READING AND CONFIRMATION OF THE PREVIOUS MINUTES**

The previous minutes were read by Charles Waweru, proposed by Harrison Mburu, seconded by Josphat Muthike and approved by Fund Account Manager as a true copy.

**MIN 45/19/10/2020: PROJECTS CHANGE OF ACTIVITY**

Mwea NG-CDFC adopted the use of labour based method in the implementation of its projects due to the scarce resources compared to the vast constituency. This has helped the Mwea NG-CDFC save a total of Kshs 4,960,000 from the implementation of 27 ablution blocks. These funds have been channeled to other needy institutions across the constituency.

In the FY 19/20, Mwea NG-CDFC had allocated funds for the construction of classrooms to several institutions. These were as follows;

S/NO	PROJECT NAME	ACTIVITY	AMOUNT ALLOCATED
1	ITANGI PRI SCHOOL	Construction of 2No Standard classrooms to completion	2,000,000
2	KADAWA PRI SCHOOL	Construction of 2No Standard classrooms to completion	2,000,000
3	RUPINGAZI PRI SCHOOL	Construction of 2No Standard classrooms to completion	2,000,000
4	IKULUNGU PRI SCHOOL	Construction of 2No Standard classrooms to completion	2,000,000

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F.A.M. Isaac K. Klamugunda SIGNATURE  DATE 19/10/2020  
 CHAIRPERSON Josphat Muthike SIGNATURE  DATE 19/10/2020  
 SECRETARY MARTIN MUMENE SIGNATURE  DATE 19/10/2020

5	MATHANGAUTA PRI SCHOOL	Construction of 2No Standard classrooms to completion	2,000,000
6	GOLD PRI SCHOOL	Construction of 1No Standard classroom to completion	1,000,000
7	MIATUINI PRI SCHOOL	Construction of 1No Standard classroom to completion	1,000,000

Due to the adoption of the new model in the implementation of the projects, Mwea NG-CDFC seeks to change the projects activities as follows;

S/NO	PROJECT NAME	ACTIVITY	COST
1	ITANGI PRI SCHOOL	Construction of 3No Standard classrooms to completion	2,000,000
2	KADAWA PRI SCHOOL	Construction of 3No Standard classrooms to completion	2,000,000
3	RUPINGAZI PRI SCHOOL	Construction of 3No Standard classrooms to completion	2,000,000
4	IKULUNGU PRI SCHOOL	Construction of 3No Standard classrooms to completion	2,000,000
5	MATHANGAUTA PRI SCHOOL	Construction of 3No Standard classrooms to roofing level	2,000,000
6	GOLD PRI SCHOOL	Construction of 3No Standard classroom to lintel level	1,000,000
7	MIATUINI PRI SCHOOL	Construction of 3No Standard classroom to lintel level	1,000,000

The reason as to why Kshs 2,000,000 is not enough for the implementation of Mathangauta Primary School project is because of the site where the project is located. The site is covered with clay soil which will require excess manpower in excavating the clay soils.

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F.A.M. Isaac K. Kiangunda ..... SIGNATURE  ..... DATE 18/10/2020  
 CHAIRPERSON Joseph Muthike ..... SIGNATURE  ..... DATE 19/10/2020  
 SECRETARY M.A.T. J.M. MURAGE ..... SIGNATURE  ..... DATE 19/10/2020

**MIN 46/19/10/2020: PROJECTS REALLOCATION**

After the adoption of a labour based method on the implementation of the projects, the NG-CDFC has successfully saved Kshs 2,300,000 for the Financial year 2018/2019. This was from the construction of 12 ablution blocks. These toilet blocks were as follows;

	INSTITUTION	APPROVED AMOUNT	AMOUNT SPENT	AMOUNT TO BE REALLOCATED
1	Murubara Primary School	650,000	450,000	200,000
2	Mathiga Primary School	650,000	450,000	200,000
3	Mumbu-ini Primary School	650,000	450,000	200,000
4	Kombuini Primary School	650,000	450,000	200,000
5	Kaminji Primary School	650,000	450,000	200,000
6	Gakuo Primary School	650,000	450,000	200,000
7	Kiarukungu Secondary School	650,000	450,000	200,000
8	Nyangati Secondary School	650,000	450,000	200,000
9	Thiba Secondary School	650,000	450,000	200,000
10	Ndindiruku Secondary School	650,000	450,000	200,000
11	Mumbuini Secondary School	650,000	450,000	200,000
12	Kadawa Primary School	650,000	550,000	100,000
				<b><u>2,300,000</u></b>

The Mwea NG-CDFC has resolved to reallocate the funds to the various projects as follows;

- a. Miatuini Primary School: Kshs 1,000,000 additional funds for construction of 3No classrooms by internal and external plastering, flooring, fixing doors and windows, fixing window panes and painting.

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F.A.M. ISAAC K. HAMVEWANDA .....SIGNATURE [Signature] ..... DATE 19/10/2020  
CHAIRPERSON JOSPHAT MUTHIKE .....SIGNATURE [Signature] ..... DATE 19/10/2020  
SECRETARY MATI M. MUNIRO .....SIGNATURE [Signature] ..... DATE 19/10/2020

- b. Gold Primary School: Kshs 1,000,000 additional funds for construction of 3No classrooms by internal and external plastering, flooring, fixing doors and windows, fixing window panes and painting.
- c. Mathangauta Primary School: Kshs 300,000 Additional funds for construction of 3No. classrooms by external plastering, flooring, fixing of window panes and painting of inside and outside.

In the Financial year 2018/2019, there was an unspent amount of Kshs 1,980,817 in the sports vote. In the financial year 2019/2020, the sports vote totaling to Kshs 2,747,354.54 had not been spent. Although sports facilities are devolved, the NG-CDFC had written to the CEC Sports Kirinyaga County to seek of any objection that the county government might have in regard to fencing of community playgrounds. This is after numerous requests from the management committees of the playgrounds to assist them in fencing the playgrounds for safety and beautification.

On a letter dated 02<sup>nd</sup> September 2020 from the Department of Youths and Sports, the Director Sports Kirinyaga County stated that they had no objection Mwea NG-CDFC undertaking the fencing whatsoever as long as it is done up-to the required standards for the safety of the users.

This will go a long way with having good sports facilities across the constituency that will be used for the sports activities to be funded by NG-CDFC.

The NG-CDFC has resolved to reallocate all the funds for the FY 18/19 and Kshs 469,183 from the FY 19/20 to fencing of various playing grounds which football activities take place across the constituency. The balance will go to supporting the sports activities across the constituency. The projects are as follows;

- a. Ndindiruku Playing Ground: Fencing of the playing ground measuring 460 meters in perimeter using concrete poles and chain link wire to completion at Kshs 780,000
- b. Karira Playing Ground: Fencing of the playing ground measuring 420 meters in perimeter using concrete poles and a chain link to completion at Kshs 760,000
- c. Ciagiini Playing Ground: Fencing of the playing ground measuring 550 meters in perimeter using concrete poles and a chain link to completion at Kshs 910,000

F.A.M. ISAAC K. KIAMUENDA SIGNATURE  DATE 19/10/2020  
 CHAIRPERSON JOSPHAT MUTHIKE SIGNATURE  DATE 19/10/2020  
 SECRETARY MARY JM MUMENE SIGNATURE  DATE 19/10/2020

**MIN 47/19/10/2020: PAYMENT APPROVALS**

The NG-CDFC approved the following transfers to the various PMC's for the implementation of the projects.

- i. Additional transfer of Kshs 130,000 to Rukanga Assistant Chief PMC account for the construction of a 4No door pit latrine to completion.
- ii. Additional transfer of Kshs 130,000 to Makutano AP Post PMC account for the construction of a 4No door pit latrine to completion.
- iii. Transfer of Kshs 200,000 to Gakuu Secondary School PMC account for the construction of a modern gate to completion.
- iv. Transfer of Kshs 1,000,000 to Kimbimbi Primary school PMC account for the construction of a special need toilet fitted with special amenities for the special school kids to completion.
- v. Transfer of Kshs 550,000 to Ciagiini Police Post PMC account for the construction of a 3No door pit latrine with Urinal to completion.
- vi. Transfer of Kshs 650,000 to Wang'uru Law Courts PMC account for the construction of a 4No pit latrine with urinal to completion.

**MIN 48/19/10/2020: RENEWAL OF STAFF CONTRACTS**

The Chairman reported to the members that the contracts of Florence Mutogu and Peter Mwaniki have come to an end. The said employees had shown interests in continuing to serve at their respective capacities. Having had an exemplary performance during their tenure, the NG-CDFC unanimously agreed to renew their contracts.

The committee has resolved that the employees be paid their gratuity for the one year that they have served.

**MIN 49/19/10/2020: A.O.B**

Having no other business, the meeting ended with a word of prayer from Josphat Muthike at 2:30 pm

F.A.M.....ISAAC K. KIAMUKUNDA.....SIGNATURE.....[Signature].....DATE.....19/10/2020  
CHAIRPERSON.....JOSPHAT MUTHIKE.....SIGNATURE.....[Signature].....DATE.....19/10/2020  
SECRETARY.....MARY JM MURITHI.....SIGNATURE.....[Signature].....DATE.....19/10/2020