

MINUTES OF NGCDFC KILIFI NORTH MEETING HELD ON 2ND JUNE 2021 AT THE NGCDFC BOARDROOM.

MEMBERS PRESENT.

- | | |
|----------------------------|------------------------------|
| 1. Jenter Kahindi | - Chairperson |
| 2. Fredrick Kenga Kutakasa | - Secretary |
| 3. Gladys Ngala | - Fund Account Manager |
| 4. Patrick Mbagu | - Member |
| 5. Florence Masha | - Member |
| 6. Janet Chengo | - Member |
| 7. Karisa Benson | - Member |
| 8. Daniel Fondo | - Member |
| 9. Augustine Thoya | - Member |
| 10. Josphat Mutisya | - Deputy County Commissioner |

AGENDA

1. Preliminaries.
2. Reading and confirmation of previous minutes.
3. Matters Arising.
4. Disbursement of funds for financial year 2020/2021
5. Reallocation of funds
6. Approval of Bursary payment for driving students
7. Payments
8. Any Other Business

MIN NO: NG-CDFC/ KILIFI NORTH /01/2ND JUNE 2021: PRELIMINARIES

The Chairperson called the meeting to order with a word of prayer from Florence Masha at 11.20am. She then thanked all members for attending the meeting.

MIN NO: NG-CDFC/ KILIFI NORTH /02/2ND JUNE 2021: READING AND CONFIRMATION OF PREVIOUS MINUTES.

The secretary read out minutes of the previous meeting and they were proposed by Patrick Mbagu, Florence Masha and seconded by Daniel Fondo and Janet Chengo to be a true record of what had transpired.

MIN NO: NG-CDFC/ KILIFI NORTH /03/2ND JUNE 2021: MATTERS ARISING.

There were no matters that arose from the previous minutes.

There being no matters, the secretary read the agenda of the day.

MIN NO: NG-CDFC/KILIFI NORTH/04/2ND JUNE 2021: DISBURSEMENT OF FUNDS FOR FINANCIAL YEAR 2020/2021

The Fund Account Manager informed members that they have received Ksh. 17,600,000 for financial year 2020/2021 vide AIE No. B 126152 2020/2021/0108 dated 13th May 2021 of Ksh. 7,000,000 and another AIE No. of Ksh. 10,600,000 of the same month deposited into the Equity Bank account.

Members discussed and agreed to disburse the funds to the approved projects as detailed below:

PROJECT NAME	AMOUNT ALLOCATED	TOTAL PREVIOUS DISBURSEMENTS	9 th & 10 th AIEs	TOTAL DISBURSED	BALANCE
			Ksh 7M & 10.6M		
Employees' salaries	4,334,013.00	3,200,000.00	-	3,200,000.00	1,134,013.00
Goods & services	2,580,339.76	1,300,000.00	-	1,300,000.00	1,280,339.76
Committee expenses	1,300,000.00	1,000,000.00	-	1,000,000.00	300,000.00
NSSF	18,600.00	-	-	-	18,600.00
Goods & services	344,476.24	-	-	-	344,476.24
Committee expenses	1,272,000.00	600,000.00	-	600,000.00	672,000.00
Training & Capacity building	2,500,000.00	2,500,000.00	-	2,500,000.00	-
Bursary to secondary schools	25,000,000.00	16,000,000.00	2,173,000.00	18,173,000.00	6,827,000.00
Bursary to Tertiary Institutions	11,706,993.41	7,300,000.00	-	7,300,000.00	4,406,993.41
Emergency fund	7,192,206.90	-	-	-	7,192,206.90
Bahati Preparatory school	100,000.00	100,000.00	-	100,000.00	-
Sita Primary school	2,200,000.00	1,000,000.00	-	1,000,000.00	1,200,000.00
Dera Tumaini Primary school	2,200,000.00	673,000.00	1,527,000.00	2,200,000.00	-
Mrima wa Kuku Primary school	1,200,000.00	500,000.00	700,000.00	1,200,000.00	-
Sidzeni Primary school	2,200,000.00	1,000,000.00	1,200,000.00	2,200,000.00	-
Kilodi Primary school	1,200,000.00	-	-	-	1,200,000.00
Mabuwani Primary school	3,000,000.00	-	-	-	3,000,000.00
Msabaha Primary school	1,200,000.00	-	-	-	1,200,000.00
Mbaraka Chembe Primary school	1,200,000.00	500,000.00	-	500,000.00	700,000.00
Desks	3,000,000.00	1,000,000.00	2,000,000.00	3,000,000.00	-
Uyombo Girls Secondary school	1,246,631.00	1,246,631.00	-	1,246,631.00	-
Mnarani Secondary school	989,715.00	989,715.00	-	989,715.00	-
Korosho Secondary school	2,200,000.00	1,200,000.00	1,000,000.00	2,200,000.00	-
Kiwandani Secondary school	7,500,000.00	7,500,000.00	-	7,500,000.00	-
RG Ngala School & Leadership Academy	10,000,000.00	-	-	-	10,000,000.00
Mkwajuni Secondary school	6,700,000.00	500,000.00	3,000,000.00	3,500,000.00	3,200,000.00

Gede Mixed Secondary school	7,000,000.00	-	-	-	7,000,000.00
Gede Mixed Secondary school	1,600,000.00	-	-	-	1,600,000.00
Kilifi North Sub-County Deputy County Commissioner's office	14,603,904.00	9,000,000.00	2,000,000.00	11,000,000.00	3,603,904.00
Kilifi Township Chief's office toilet	1,400,000.00	763,654.00	-	763,654	636,346.00
Matsangoni Divisional Headquarters	4,000,000.00	1,000,000.00	2,000,000.00	3,000,000.00	1,000,000.00
Kiriba Chief's office	127,000.00	127,000.00	-	127,000.00	-
Ngerenya Chief's office	900,000.00	900,000.00	-	900,000.00	-
Sports	2,000,000.00	2,000,000.00	-	2,000,000.00	-
Environment	2,000,000.00	-	2,000,000.00	2,000,000.00	-
NGCDF office	1,200,000.00	500,000.00	-	500,000.00	700,000.00
GRAND TOTAL	137,215,879.31	62,400,000.00	17,600,000.00	80,000,000.00	57,215,879.31

MIN NO: NG-CDFC/KILIFI NORTH/05/2ND JUNE 2021: REALLOCATION OF FUNDS

The tables below shows the details of the source of funds and where to be reallocated to:

i) Source of funds

No.	Project Name	Financial year	Amount	Reason for reallocation
1.	NGCDF office	2020/2021	1,200,000	Project suspended for now as one of actions taken by NGCDFC following NASC recommendation during their visit in February 2021 that pupils should not learn outside in the Constituency
2.	Sita Primary school	2020/2021	2,200,000	The school currently classrooms that are not in use
3.	Kilodi Primary school	2020/2021	1,200,000	Renovations already done by Mombasa Cement
4.	Kilifi Township Chief's office toilet	2020/2021	1,400,000	The office received funds from World Bank for implementation of the same project
	TOTAL		6,000,000	

i) Reallocated projects

No.	Project Name	Activity	Amount	Status
1.	Msabaha Primary school	Renovation of classrooms (additional funds)	1,200,000	New
2.	Mabuwani Primary school	Construction of a block of two classrooms of 65 students capacity to completion	2,200,000	New
5.	Mitangoni Primary school	Construction of a five (5) door flush toilet block	1,200,000	New

3.	Old Ferry Primary school	Construction of one (1) classroom of 65 students capacity to completion	900,000	New
4.	Kilifi Secondary school	Renovation of a block of two (2) classrooms 65 students capacity	500,000	New
	TOTAL		6,000,000	

The Fund Manager was urged to ensure that the schedules were ready in time for onward submission to the Board for their approval.

MIN NO: NG-CDFC/KILIFI NORTH/06/2ND JUNE 2021: APPROVAL OF BURSARY PAYMENT FOR DRIVING STUDENTS

The committee was informed that a contract to Unik Driving College for training students had issues and the fund had been pending in the books since 2019. Students who had been allocated a total of Ksh. 250,000 had refused to undergo medical examination to establish their blood groups thus could not continue with the course thus the college could not be paid its LSO balance of Ksh. 250,000.

Members discussed and concluded to give the opportunity to other deserving students who were willing to undergo all the formalities of the course.

They approved another list of 25 students at Ksh 10,000 each for a total of Ksh. 250,000 to be paid to Unik Driving College.

MIN NO: NG-CDFC/KILIFI NORTH/07/2ND JUNE 2021: PAYMENTS

The Members discussed and agreed that the Fund Account Manager to effect a payment as follows:

- i. Ksh. 47,000/= to NG-CDFC members as sitting allowances for a meeting held on 6th June 2021.

MIN NO: NG-CDFC/KILIFI NORTH/08/2ND JUNE 2021: ANY OTHER BUSINESS

The Fund Account Manager informed members that she would be away for one week from 7th June to 13th June 2021 on an official Training organized by the NGCDF Board to take place at Embu.

The chair reminded members that the electioneering year was there and that they should be very careful not to fall into political traps while undertaking their duties.

There being no any other business, the meeting ended with a word of prayer from Janet Chengo at 2.32 pm.

Prepared by:

Confirmed by:

SECRETARY

CHAIRPERSON

DATE 3/6/2021

DATE 3/6/2021