



NG-CDF KITUI CENTRAL
CONSTITUENCY

Kitui Central National Government Constituencies Development
Fund

Offices Near District Commissioners offices
Off Kwa Ngindu Road,
Opposite Kitui Sports Club
P.O Box 732-90200
Kitui, Kenya
| Cell: 0734909303
Email: ngcdfkituicentral@ngcdf.go.ke / info@cdf.go.ke | Website:
www.ngcdf.go.ke

**MINUTES OF THE KITUI CENTRAL NG-CDFC MEETING HELD ON 13TH JULY 2023 AT THE
NGCDF BOARDROOM**

MEMBERS PRESENT

- | | | |
|----------------------|---|-----------|
| 1) Justus Mumo | - | Chairman |
| 2) Elizabeth Muthui | - | Secretary |
| 3) Josephine Mutua | - | FAM |
| 4) Alex Mwangangi | - | member |
| 5) Susan Syokau | - | member |
| 6) Gillian Mwikali | - | member |
| 7) Augustine Mukunu | - | member |
| 8) Benedict Musili | - | member |
| 9) Alexander Muthami | - | member |
| 10) Dorcus Rono | - | DCC |

AGENDA

- 1) Preamble
- 2) Reading and confirmation of previous minutes
- 3) Matters Arising
- 4) Funds Allocation.
- 5) Reallocation of sports
- 6) Conflict of interest
- 7) A.O.B.

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FUND ACCOUNTS MANAGER
KITUI CENTRAL NATIONAL
GOVERNMENT CONSTITUENCY
DEVELOPMENT FUND
P.O. Box 732-90200, KITUI

MIN 01/13/07/2023: PREAMBLE

The meeting was called to order by the chairman Mr. Justus Mumo at 1435hrs and requested the Funds Account Manager to lead with a word of prayer.

MIN 02/13/07/2023: READING AND CONFIRMATION OF PREVIOUS MINUTES

The secretary read the previous day's minutes, which were confirmed to be true by Gillian and confirmed by Augustine.

MIN 03/13/07/2023: MATTERS ARISING

- All PMC accounts previously allocated funds were opened and funds transferred except Kyandui Assistant Chiefs office.
- Strategic plan is in its final stage.

MIN 04/13/07/2023: FY / 2022-2023 FUNDS ALLOCATION

The FAM notified the NGCDFC that they have received the balance of their monies from the NGCDF Board amounting to Kshs **58,087,603** for FY 2022-2023 and allocation to the various projects was done as below-

Financial Year	Project Name	Approved Activity	Amount Allocated
Administration			
2022-2023	Employees Salaries	Payment of salaries	356,000
2022-2023	Gratuity	Payment of gratuity	885,360
2022-2023	Employer NSSF Contribution	Employer contribution to NGCDF staff	1,600
2022-2023	NHIF to NGCDF staff	Payment of NHIF to NGCDF staff	15,800
2022-2023	Telephone expenses	Payment of telephone expenses	10,000
2022-2023	Internet connections	Payment of internet expenses	40,000
2022-2023	Courier & postal services	Payment of courier and postal services	40,000
2022-2023	Publishing & printing	Payment of publishing & printing services	70,000
2022-2023	subscription to newspapers	Payment of subscriptions to newspapers, magazines & periodicals	14,400
2022-2023	Advertising, awareness & publicity campaigns	Payment of Advertising, awareness & publicity campaigns	20,000
2022-2023	Catering & Services	Payment of catering services	116,400

2022-2023	Supplies & accessories for computer & printers	Payment of Supplies & accessories for computer & printers	80,000
2022-2023	Sanitary & cleaning materials, supplies & services	Payment of Sanitary & cleaning materials, supplies & services	70,000
2022-2023	Travel costs	Payment of travel costs	50,000
2022-2023	Hire of transport	Payment of hire of transport	100,000
2022-2023	Refined fuels & lubricants for transport	Payment of Refined fuels & lubricants for transport	248,250
2022-2023	Motor Vehicle insurance	Payment of Motor Vehicle insurance	300,000
2022-2023	General office supplies	Payment of General office supplies	99,700
2022-2023	Bank service commission	Payment of Refined fuels & lubricants for transport	30,000
2022-2023	Motor Vehicle maintenance	Payment of Motor Vehicle maintenance	250,000
2022-2023	Furniture & office Maintenance	Payment of Furniture & office Maintenance	87,696
Sub-Total			2,885,206
Constituency Oversight committee			
2022-2023	Accommodation - Domestic travel	Payment of Accommodation - Domestic travel	300,000
2022-2023	Travel costs	Payment of travel costs	240,000
2022-2023	Daily subsistence allowance	Payment of Daily subsistence allowance	100,000
2022-2023	Advertising, awareness & publicity campaigns	Payment of Furniture & office Maintenance	50,876
2022-2023	Refined fuels & lubricants for transport	Purchase of Refined fuels & lubricants for transport	60,000
2022-2023	Committee allowance	Payment of Committee allowance	700,000
Sub-Total M&E			1,450,876
2022-2023	Daily subsistence allowance	Payment of Daily subsistence allowance	80,000


 KITIJI ACCOUNT MANAGER
 GOVERNMENT OF KENYA
 OFFICE OF THE ACCOUNTS COMMISSIONER

2022-2023	Publishing & printing	allowance	40,000
2022-2023	Travel allowance	Payment of Travel allowance	100,000
2022-2023	Remuneration of instructors & contract based training	Remuneration of instructors & contract based training during NGCDF staff, NGCDF and PMCs Training on NGCDF related issues	50,000
2022-2023	Production Printing of training materials	Payment of Production Printing of training materials	32,628
2022-2023	Hire training facilities & equipment accomodation allowance	Hire training facilities & equipment during PMCs and NGCDF training	40,000
2022-2023	Accommodation allowance	Payment of Accommodation allowanc	300,000
2022-2023	Catering Services	Payment of Catering Services	50,000
2022-2023	Other committee expenses	Payment of Other committee expenses	769,000
2022-2023	NGCDF allowance	Payment of NGCDF allowance	572,000
Sub-Total			2,033,628
2022-2023	Emergency reserve		3,565,901
ENVIRONMENT	Environment		
2022-2023	Kamakyuni Sand Dam	Construction of Sand Dam to competition	240
EDUCATION			
PRIMARY SCHOOLS			
2022-2023	Kwa ngindu primary school	Construction to completion of one block with 4 classrooms.	9,000,000
2022-2023	Manyenyoni primary school	Construction to completion of one block with 4 classrooms	9,000,000

2022-2023	Manooni Primary School	Renovation to completion of 7 classrooms and 3 offices, re-roofing, floor repair, fixing of 6 doors and 19 windows, painting, plastering of the external walls and repair of classrooms	1,800,000
2022-2023	Isevini Primary School	Construction of two classroom to completion	1,800,000
2022-2023	St. Andrews Mwala Primary School	Construction of one classroom to completion	1,150,000
2022-2023	Mwamba Primary School	Construction to completion of two classrooms	2,500,000
Total			25,250,000
SPORTS			
2022-2023	Constituency sports tournament	Carry out constituency sports tournament and the winning teams or schools to be awarded either trophies, balls and games kits	2,401,752
2022-2023	Regional NGCDF sports tournaments	Facilitate regional sports tournament in partnership with other constituencies within the region	500,000
Total			2,901,752
2022-2023	Rural electrification programme	Rural electrification in partnership with REREC under the matching facility in the following areas, Katheka Kai, Keaa/Kaumoni, mwania kakinduni, Sinai and Kyanzasu	20,000,000
Grand Total			\$8,087,603

GOVERNMENT OF KENYA
 COUNTY GOVERNMENT OF KAITUMI
 COUNTY EXECUTIVE OFFICE
 COUNTY MANAGER
 Date: _____


Esther

MIN 05/13/07/2023: REALLOCATION OF SPORTS

The FAM presented before the NGCDFC a budget prepared by the sports officer for purchase of the sports kitty and organising of the sports tournament in the whole constituency for this financial year, which amounted to Kshs 3,100,000. The available funds for constituency tournaments, amounted to **Kshs 2,401,752.**

The members deliberated at length about how to meet the budget deficit and finally agreed to reallocate the money meant for regional sports tournaments to constituency tournaments to ensure success and impact of the whole exercise.

The FAM was mandated to write officially to the NGCDF Board to request for the changes suggested.


MIN 06/13/07/2023: CONFLICT OF INTEREST

After the meeting the chairman requested members to declare their interest in any of the above deliberations and non-expressed interest on the matters deliberate on.

MIN 07/13/07/2023: AOB

Having no other business the meeting ended with a word prayer by Alexander Muthami

Minutes signed by:-

Signature : 
Name : Justus M. Mumo
Position : Chairperson

Signature : 
Name : Elizabeth Muthui
Position : Secretary

