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| CDF logo 4 MsWord**NG-CDF**  |  **National Government Constituencies Development Fund** **Bura Constituency****P.O Box 100 - 70104****BURA - TANA**Email: cdfbura@cdf.go.ke |

**MINUTES OF BURA NG-CDF COMMITTEE MEMBERS HELD AT BURA CDF OFFICE ON 9TH NOVEMBER, 2018 AT 9.15 AM**

**MEMBERS PRESENT**

**NAME POSITION**

1. DUBE M. BORU CHAIRMAN
2. HUSSEIN D. TAKANO SECRETARY
3. GODANA H. DARA MEMBER
4. FARHIA MOHAMED MEMBER
5. YUSSUF OMAR BOCHA MEMBER
6. HAWA LUL ADEN MEMBER
7. ROSE MARY MBOYA MEMBER
8. MOHAMMED AKIDA A.C.C.
9. RONALD JEMBE F.A.M

**AGENDA**

1. Opening remarks
2. Confirmation of previous minutes.
3. Matters arising.
4. Project proposal for the financial year 2018 - 2019
5. A.O.B

**MIN 01/11/018: OPENING PRAYERS**

The meeting was opened with a word of prayer from Hussein Takano. The chairman welcomed all present members to the meeting and asked the members to deliberate on the agenda of the meeting.

**MIN 02/11/018: CONFIRMATION OF PREVIOUS MINUTES**

The Bura NG\_CDF secretary read the previous minutes to the members. All the members agreed with the minutes that it was the true reflection of the deliberation. The minutes was proposed by Hawa Luli Aden and seconded by Yussuf Bocha.

**MIN 03/11/018: MATTERS ARISING**

There were no matters arising from the previous minutes.

**MIN 04/11/018: PROJECT PROPOSAL FOR THE FINANCIAL YEAR 2018 – 2019**

The members were introduced into the main agenda of the meeting that they were to discuss about new projects. After a long deliberation with all considerations, members agreed and resolved to adopt the following projects for the financial year 2018 – 2019.

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| **SERIAL NO.**  | **NAME OF PROJECT**  | **AMOUNT ALLOCATED.** |
| 020/Ap1 | Administration / Recurrent  |  6,542,452.53  |
| 020/Ap2 | Monitoring and Evaluation/Capacity Building |  3,271,226.27 |
| 020/2640200 | Emergency Reserve |  5,738,993.45 |
| 020/2640100 | Bursary  |  38,164,306.43  |
| 020/2640509 | Constituency sports tournaments |  2,180,817.51  |
| 020/2640510 | Environment activities  |  2,180,817.51  |
| 020/2630204 | Primary school projects  |  19,362,261.82  |
| 020/2630205 | Secondary school projects |  24,300,000.00  |
| 020/2640507 | Security projects | 7,300,000.00  |
| **TOTAL**  |  | **109,040,875.52** |

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| **Project Name**  | **Project Number**  | **Activity**  | **Amount allocated.**  | **Status** |
| Employees salary  | 004-020-102-2110000-100-2018-2019-001 | Payment of staff salaries and gratuity  | 2,112,400.00 | Ongoing |
| Goods and services  | 004-020-102-2210000-100-2018-2019-002 | Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea, etc.  | 2,915,472.53 | Ongoing |
| NSSF | 004-020-102-2120101-100-2018-2019-003 | Payments OF NSSF deductions | 77,760.00 | Ongoing |
| NHIF  | 004-020-102-2120201-100-2018-2019-004 | Payments OF NHIF deductions  | 28,200.00 | Ongoing |
| Committee Expenses | 004-020-102-2210802-100-2018-2019-005 | Payment of committee sitting allowances, transport, conferences | 1,408,620.00 | Ongoing |
| Goods and services  | 4-004-020-102-221000-111-2018-2019-001 | Purchase of fuel, repairs and maintenance, printing, stationery, airtime, travel and subsistence, e.t.c | 1,186,006.27 | New |
| Committee expenses  | 4-004-020-102-2210802-111-2018-2019-002 | Payment of committee sitting allowances, transport, conferences  | 860,258.00 | New |
| CDFC/PMC capacity building  | 4-004-020-102-2210700-11-2018-2019-003 | Undertaking training of the PMCs/NG-CDFCs on NG-CDF related issues. 1,224,962.00 | 1,224,962.00 | New |
| Emergency  | 4-004-020-102-2640200-101-2018-2019-001 | To cater for any unforeseen occurrences in the constituency during the financial year  | 5,738,993.45 | New |
| Constituency Sports  | 4-004-020-102-2640509-112-2018-2019-001 | Carry out Constituency Sports tournament and the winning teams/schools to be awarded with balls and games kits.  | 2,180,817.51 | New |
| Singwaya Sec School - | 4-004-020-102-2640510-110-2018-2019-001 | * Purchase and installation of 1no 10,000 litres water tank and guttering only
 | 230,817.51 | New |
| Madogo Sec School  | 4-004-020-102-2640510-110-2018-2019-002 | * Purchase and installation of 1no 10,000 litres water tank
 |  150,000.00  | New |
| Kamaguru Chief’s office | 4-004-020-102-2640510-110-2018-2019-003 | * Construction of 1 No. double door pit latrine
 | 600,000.00 | New |
| Hosingo Chief’s office | 4-004-020-102-2640510-110-2018-2019-004 | * Construction of 1 No. double door pit latrine
 | 600,000.00 | New |
| Bura Chief’s office | 4-004-020-102-2640510-110-2018-2019-005 | * Construction of 3 No. double door pit latrine
 | 600,000.00 | New |
| Bursary Secondary Schools  | 4-004-020-102-2630205-103-2018-2019-001 | Payment of bursary to bright and needy students from Bura Constituency  | 17,000,000.00 | New |
| Bursary Tertiary Schools  | 4-004-020-102-2630206-103-2018-2019-002 | Payment of bursary to needy students  | 13,616,306.43 | New |
| Bursary Tertiary | 4-004-020-102-2630206-103-2018-2019-003 | Payment of bursary to plant operators students  | 2,100,000.00 | New |
| NHIF | 4-004-020-102-2630206-103-2018-2019-004 | Payment for social protection for 908 families at Ksh 6000 per family | 5,448,000.00 | New |
| Dukanotu Primary School | 4-004-020-102-2630204-104-2018-2019-001 | Construction of 2 No. classrooms | 2,400,000.00 | New |
| Koti Primary School | 4-004-020-102-2630204-104-2018-2019-002 | Construction of 2 No. classrooms | 2,400,000.00 | New |
| Boji Primary School | 4-004-020-102-2630204-104-2018-2019-003 | Construction of 2 No. classrooms | 2,400,000.00 | New |
| Amani Pri Sch | 4-004-020-102-2630204-104-2018-2019-004 | Construction of 2 No. classrooms | 2,400,000.00 | New |
| Bula Rig Pri Sch | 4-004-020-102-2630204-104-2018-2019-005 | Construction of 2 No. classrooms | 2,400,000.00 | New |
| Shora Gafo Pri Sch | 4-004-020-102-2630204-104-2018-2019-006 | Construction of 2 No. classrooms | 2,400,000.00 | New |
| Walesonrea Pri Sch | 4-004-020-102-2630204-104-2018-2019-007 | Construction of 2 No. classrooms | 2,400,000.00 | New |
| Bulto Banta Pry School | 4-004-020-102-2630204-104-2018-2019-008 | Purchase of Primary School desks -100 Desks |  500,000.00 | New |
|  Bula Sukele Pry School  | 4-004-020-102-2630204-104-2018-2019-009 | Purchase of Primary School desks -100 Desks, | 500,000.00 | New |
| Mororo pry School | 4-004-020-102-2630204-104-2018-2019-010 | Purchase of Primary School 113 Desks, | 562,261.00 | New |
| Adele Pry School  | 4-004-020-102-2630204-104-2018-2019-011 | Purchase of Primary School desks -100 Desks | 500,000.00 | New |
|  Koti Pry School  | 4-004-020-102-2630204-104-2018-2019-012 | Purchase of Primary School desks -100 Desks, | 500,000.00 | New |
| Fayya girls Sec.School | 4-004-020-102-2630205-104-2018-2019-001 | Construction of a girls dormitory and ablution block Kshs 7,000,000.00, dining hall with kitchen & store Kshs 7,000,000.00, principal’s Staff house 3,600,000.00 and 4 door pit latrine Kshs 1,200,000 | 18,800,000.00 | New |
| Kora Secondary school  | 4-004-020-102-2630205-104-2018-2019-002 | Construction of 2no. classrooms. |  2,800,000.00  | New |
| Singwaya mixed day Secondary school  | 4-004-020-102-2630205-104-2018-2019-003 | Construction of 2no. classrooms. | 2,700,000.00 | New |
| Madogo Police Station | 4-004-020-102-2640507-113-2018-2019-001 | Construction of septic tank, sock pit and drainage system | 700,000.00 | Ongoing |
| Chiefs Office - Hosingo | 4-004-020-102-2640507-113-2018-2019-002 | Construction of chief’s office. | 2,200,000.00  | New |
| Chiefs Office -Kamaguru | 4-004-020-102-2640507-113-2018-2019-003 | Construction of chief’s office. | 2,200,000.00  | New |
| Chiefs Office Bura | 4-004-020-102-2640507-113-2018-2019-004 | Construction of chief’s office. | 2,200,000.00  | New |

**MIN 05/11/018: A.O.B**

Since there were no other business the meeting was closed with a word of prayer led by Hussein Takano at 12.00 pm.

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**MINUTES COMPILED BY: CONFIRMED BY**

**HUSSEIN TAKANO DUBE M. BORU**

**SECRETARY CHAIRMAN**