

REPUBLIC OF KENYA



**KITUI EAST NG-CONSTITUENCY DEVELOPMENT FUND
P.O BOX 1199-90200 KITUI**

**MINUTES FOR KITUI EAST NG-CDFC MEETING HELD AT THE DCC OFFICE AT ZOMBE
ON 30/01/2018**

MEMBERS PRESENT

- | | |
|-------------------------|-----------|
| 1. Edward I. Kitheka | Chairman |
| 2. Reinhard N. Munyoto | Secretary |
| 3. Benjamin M. Nzioka | DCC |
| 4. Rev. Bretta M. Simba | Member |
| 5. Joyce M. Mumo | Member |
| 6. Petronic M. Mutie | Member |
| 7. Pauline Ngala | Member |
| 8. Muia Mulatya | Member |
| 9. Dennis Matundura | FAM |

AGENDA

1. Reading of previous minutes
2. Matters arising
3. Project Proposal FY 2017/18
4. Motor vehicle and motor cycles
5. A.O.B

MIN 1/30/01/2018 PREAMBLE

The Chairman called the meeting to order at 11.30am and welcomed members. Rev. Bretta prayed for the meeting. The Chairman stated that the agenda beforehand is quite wide and requested members to cooperate so that they can cover all the agenda.



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MIN 2/30/01/2018 READING OF PREVIOUS MINUTES

The previous minutes were read by the secretary. They were confirmed a true record of what transpired. Rev Bretta proposed while Joyce Mumo seconded.

MIN 3/30/01/2018 MATTERS ARISING

Date of Previous Meeting: The date of the previous meeting was erroneously indicated as 01/04/2018 on the title of the meeting. The correct date is 04/01/2018.

MIN 2/04/01/2018: The Motor vehicle that the former NG-CDFC member Mwende Ivutha had was still with her as it had stalled. The FAM was tasked to follow up and provide repair funds needed so that it can be ridden to the office.

MIN 5/04/01/2018: During the public barazas, after consultation, the membership to each sub-locational bursary committees was amended to six including the sub-chief as ex-officio.

MIN 9/04/01/2018: The FAM said he had managed to pay transport for only one meeting out of the two outstanding. He requested members to be patient so that they are paid the transport for the other meeting when funds are available.

MIN 4/30/01/2018 PROJECT PROPOSAL FY 2017/18

The FAM read a circular on project proposal preparation from the NG-CDF Board which outlined guidelines. Members had just concluded the public baraza exercise as required by the NG-CDF act 2015(amended) 2016. The public proposed their priorities and now the NG-CDFC has to also priorities for the constituency since funds are a constraint. The FAM reported that the constituency allocation was ksh 86,810,344.82 and that emergency was a constant figure allocated ksh 4,568,965.52.

Members agreed on statutory figures as follows:

Administration	6%	5,208,620.48
Emergency	5%	4,568,965.52
Sports(to spend)	2%	1,700,421.00
Environment(to spend)	2%	1,551,000.00
M&E	3%	2,604,310.41
Bursary(to spend)	35%	30,000,000.00
Constituency Innovation		



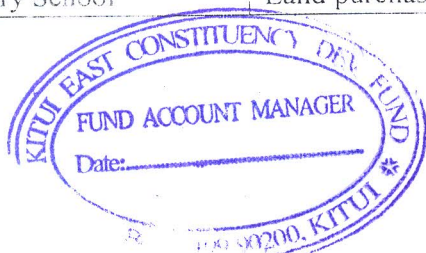
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Hubs	4,677,027.20
Strategic plan(to spend)	2,900,000.00
Total Statutory	53,210,344.61

Balance for other projects is ksh 33,600,000.21

In preparation of this proposal, members checked the handed over projects for previous years totaling to ksh 35 million that had not been received from the NG-CDF board. They noted their distribution across wards and put them into consideration. They then came up with the following projects as the priorities for the Constituency FY 2017/18:

Project Name	Project Activity	Amount
Administration		
Employees' Salaries	Payment of staff salaries and gratuity	2,400,000.00
Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea, etc.	800,000.00
Committee Expenses	Payment of Committee sitting allowances, transport, conferences	2,008,620.69
M&E		
Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence.	504,310.41
Committee Expenses	Payment of Committee sitting allowances, transport, conferences	800,000.00
CDFC/PMC Capacity Building	Undertake Training of the PMCs/CDFCs	1,300,000.00
Bursary		
Bursary Secondary Schools	Payment of bursary to needy student	15,000,000.00
Bursary Tertiary Schools	Payment of bursary to needy student	15,000,000.00
Constituency Innovation hubs		
Constituency Innovation hubs	Provision of constituency innovation hubs at Mwitika Town, Kaliku Town, Zombe Town and Kyamatu Town.	4,677,027.20
Strategic plan		
Strategic plan	Development of a Constituency Development Plan	2,900,000.00
Primary Schools		
Kathungu Primary School	Land purchase 3 acres (500,000) and construction of	1,300,000.00



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Project Name	Project Activity	Amount
	one classroom to completion (800,000)	
Kathamba Primary School	Land purchase 3 acres (500,000) and construction of one classroom to completion (800,000)	1,300,000.00
Kitanga Primary School	Land purchase 3 acres (500,000) and construction of one classroom to completion (800,000)	1,300,000.00
Matia Primary School	Renovation of 3 classrooms: Reroofing, shutters, Plastering, flooring, and painting(1,000,000) & supply of desks(50,000)	1,050,000.00
Malatani Primary school (Zombe)	Renovation of 3 classrooms: Reroofing, shutters, Plastering, flooring, and painting(1,000,000) & supply of desks(50,000)	1,050,000.00
Itangani Primary School	Renovation of 3 classrooms: Reroofing, shutters, Plastering, flooring, and painting	1,000,000.00
Nduuni Primary School	Renovation of 3 classrooms: Reroofing, shutters, Plastering, flooring, and painting	1,000,000.00
Kavaani Primary School	Renovation of 3 classrooms: Reroofing, shutters, Plastering, flooring, and painting	1,000,000.00
Mutitu Primary School	Renovation of 2 classrooms: Reroofing, shutters, Plastering, flooring, and painting	600,000.00
Ikyatine Primary School	Renovation of 2 classrooms: Reroofing, shutters, Plastering, flooring, and painting	600,000.00
Kemwaa Primary School	Renovation of 2 classrooms: Reroofing, shutters, Plastering, flooring, and painting	600,000.00
Kinanie Primary School	Renovation of 2 classrooms: Reroofing, shutters, Plastering, flooring, and painting	600,000.00
Mendene Primary School	Construction of one classroom	800,000.00
Malatani Primary School (Voo)	Renovation of 2 classrooms: Reroofing, shutters, Plastering, flooring, and painting	600,000.00
Kyusiani Primary School	Construction of classroom to completion	800,000.00
Ngungi Primary School	Renovation of 2 classrooms: Reroofing, shutters, Plastering, flooring, and painting	600,000.00
Ngelani Primary School	Renovation of 2 classrooms: Reroofing, shutters, Plastering, flooring, and painting	600,000.00
Ngaaka Yakwa Primary School	Renovation of 2 classrooms: Reroofing, shutters, Plastering, flooring, and painting	600,000.00
Kyululu Primary School	Renovation of 2 classrooms: Reroofing, shutters, Plastering, flooring, and painting	600,000.00
Ndulikye Primary School	Renovation of 2 classrooms: Reroofing, shutters, Plastering, flooring, and painting	600,000.00
Nduluni Primary School	Renovation of 2 classrooms: Reroofing, shutters, Plastering, flooring, and painting	600,000.00
Kabati Primary School	Renovation of 2 classrooms: Reroofing, shutters, Plastering, flooring, and painting	600,000.00
Itiko Primary School	Renovation of 2 classrooms: Reroofing, shutters, Plastering, flooring, and painting	600,000.00
Mango'la Primary School	Renovation of 2 classrooms: Reroofing, shutters, Plastering, flooring, and painting	600,000.00
Inyuu Primary School	Renovation of 2 classrooms: Reroofing, shutters,	600,000.00



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Project Name	Project Activity	Amount
	Plastering, flooring, and painting	
Kwa Amutei Primary School	Renovation of 2 classrooms: Reroofing, shutters, Plastering, flooring, and painting	600,000.00
Kunguluni Primary School	construction of one classroom	800,000.00
Syombandu Primary School	Renovation of 4 classrooms: Reroofing, shutters, Plastering, flooring, and painting	1,000,000.00
Makayauni Primary School	Construction of one classroom to completion	800,000.00
Kathua Primary School	Construction of one classroom to completion	800,000.00
Secondary Schools		
Malatani Mixed Sec School	Construction of two classrooms to completion	1,600,000.00
Kabati Mixed Sec School	Construction of two classrooms to completion	1,600,000.00
Ngaaka Yakwa Mixed Sec School	Construction of two classrooms to completion	1,600,000.00
Kawala Mixed Secondary School	Construction of one classroom to completion	800,000.00
Itiko Secondary School	Construction of Laboratory: slab and walling to lintel	800,000.00
Kathande Secondary School	Construction of one classroom to completion	800,000.00
Kyululu Secondary School	Construction of one classroom to completion	800,000.00
Voo Secondary School	Construction of administration block: Slab and walling to lintel	1,000,000.00
Security		
Malalani Police post	Construction of two units for Ant stock theft unit	1,000,000.00
Environment		
Kawala Sand dams	Construction of sand dams along Munyuni River at Kawala	500,000.00
Katikoni Sand dams	Construction of sand dams along Munyuni River at Katikoni	500,000.00
Kisomo Kyumu sand dams	Construction of sand dams along Munyuni River at Kisomo Kyumu	551,000.00
Sports		
Constituency Sports Tournament	Carry out Constituency Football Sports tournament and the winning teams/schools to be awarded with trophies, balls, goal nets and games kits	1,700,421.00
Emergency		
Emergency (5%)	To cater for any unforeseen occurrences in the constituency during the financial year	4,568,965.52
	Totals	86,810,344.82

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MIN 5/30/01/2018 MOTOR VEHICLE AND MOTOR CYCLES

Members agreed to engage the mechanical department to check all the 10 motor cycles and the stalled motor vehicle. If the motor vehicle can be repaired for use then members to reallocate the earlier planned ksh 5,000,000 for purchase of motor vehicle.

The FAM informed members that there are inspection expenses to be paid to the mechanical department. They approved the same to be done through a cheque once a proforma invoice is issued to NG-CDFC.

MIN 6/30/01/2018 AOB

There was no AOB.

There being no any other business, the meeting ended with a word of prayer from Pauline Ngala at 6:30pm.

Minutes taken by,
Reinhard Munyoto

Secretary

Sign.....

Minutes Confirmed by,
Edward Kitheka

Chairman

Sign.....