

REPUBLIC OF KENYA



KITUI SOUTHNG-CONSTITUENCY DEVELOPMENT FUND

P.O BOX 155 MUTOMO

**MINUTES FOR KITUI SOUTHNG-CDFC MEETING HELD AT THE NG-CDF OFFICE ON
04/12/2018**

MEMBERS PRESENT

1. Florence Martin	Chairperson
2. Antony Munyao	FAM
3. Jacob Ouma	DCC
4. Kenneth Kitonyo	Secretary
5. MuthamaKieti	Member
6. EverlynMutua	Member
7. Christopher Ngumbi	Member
8. Mary Mulwa	Member
9. Peter Mwangangi	Member
10. Jonathan Muthangya	Member

PREAMBLE

The meeting was opened by a word of prayer by Jonathan Muthangya. The chair welcomed members present to the meeting and the fund manager gave his introductory remarks.

ITEMS OF AGENDA

1. Preliminaries
2. Reading of the previous minutes
3. Matters arising
4. Projects Proposal 2018/19
5. KMTC Variation
6. PMC Training
7. AOB



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KSNG-CDF MIN1/04/12/2018 PRELIMINARIES

The meeting was opened with a word of prayer from Evelyne Syombua. The chairperson welcomed all the members to the meeting and she also introduced the new manager to the members.

KSNG-CDF MIN2/04/12/2018 READING OF PREVIOUS MINUTES

The secretary took the members through the minutes of the previous meeting and they all confirmed them as true record. They were proposed by Mbiti Mwangangi and seconded by Muthama Kieti.

KSNG-CDF MIN3/04/12/2018 MATTERS ARISING

There were no matters arising from the previous minutes.

KSNG-CDF MIN3/04/12/2018 PROJECTS PROPOSAL 2018/2019

The FAM read a circular from the NGCDF Board to the members; it contained the guidelines and the budget ceilings for each constituency for the financial year 2018/19.

As per the guidelines Kitui South had been allocated **109,040,875.52** for the financial year 2108/19.

The committee considered the several proposals that were in the office and on a priority basis selected projects that were a priority previously but did not get any or adequate funding. Statutory projects including bursaries were deliberated and their figures fixed and agreed as per the thresholds.

After length and productive deliberations the following were approved by the Kitui South NGCDF for onward submission to NGCDFB for approval for FY 2018/19.

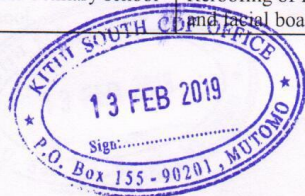
The following are the projects and corresponding allocations:

Project Name	Project Activity	Amount Allocated
Employees' Salaries	Payment of staff salaries, PAYE and gratuity	1,700,000.00
Goods and Services	Purchase of fuel, insurance, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea	2,133,831.84
NSSF	Payment of NSSF Deductions	100,000.00
NHIF	Payment of NHIF Deductions	70,000.00
Committee Expenses	Payment of Committee sitting allowances, transport, conferences	2,538,620.69
Goods and Services	Purchase of fuel, camera, printing, stationery, photocopying, airtime, travel and subsistence.	833,457.97



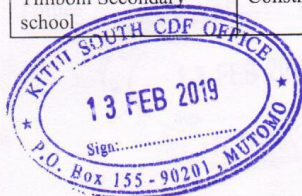
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Project Name	Project Activity	Amount Allocated
Committee Expenses	Payment of Committee monitoring facilitations, transport, conferences.	1,604,310.34
NG-CDFC/PMC Capacity Building	Undertake Training of the PMCs/NG-CDFCs/staff on CDF Related issues	833,457.96
Emergency Reserve	To cater for any unforeseen occurrences in the constituency during the financial year	5,738,993.45
Constituency Sports Activities	Purchase and distribution of Sports equipment - footballs, volleyballs and football nets to existing teams	1,000,000.00
Bursary Secondary Schools	Payment of bursary to needy students	17,288,203.27
Bursary Tertiary Institutions/ Universities	Payment of bursary to needy students	10,000,000.00
St. Peters Kooma Primary school	Reroofing three classrooms; replacement of iron sheets, timber and facial boards	500,000.00
Ngunga Primary school	Construction of one classroom to completion	1,100,000.00
Windiu Primary School	Construction of one classroom to completion in partnership with parents	500,000.00
Ilaani Primary school	Reroofing of three classrooms; replacement of iron sheets, timber and facial boards	500,000.00
Ilusya Primary school	Chain link fixing to the already erected concrete posts and barbed wire 652 metres round (800,000) and still gate (200,000)	1,000,000.00
Kyatune Primary school	Construction of one door bathroom with one door pit latrine annexed to the Girls Dormitory	500,000.00
Kitambaa Primary School	Construction of one classroom to completion in partnership with parents	500,000.00
Wingethi Primary School	Construction of one classroom to completion	1,100,000.00
Kayang'ombe Primary school	Reroofing of three classrooms; replacement of iron sheets, timber and facial boards	500,000.00
Yamutava Primary School	Construction of one classroom to completion in partnership with parents	500,000.00
Kakithya Primary school	Construction of one classroom to completion	1,100,000.00
ABC Ngiluni Primary school	Construction of one classroom to completion	1,100,000.00
Mikuyuni Primary school	Construction of one classroom to completion	1,100,000.00
Iiani Primary school	Construction of one classroom to completion in partnership with parents	500,000.00
Kyoani Primary school	Reroofing of five classrooms; replacement of iron sheets, timber and facial boards	1,000,000.00



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Project Name	Project Activity	Amount Allocated
Yumbu Primary school	Reroofing of five classrooms; replacement of iron sheets, timber and facial boards	1,000,000.00
Mutul Primary School	Reroofing of five classrooms; replacement of iron sheets, timber and facial boards	1,000,000.00
Kamuvala Primary school	Construction of one classroom to completion	1,100,000.00
Kyandula Primary school	Construction of a dining Hall to completion	2,000,000.00
Tisya Primary School	Construction of one classroom to completion	1,100,000.00
Kiuani Primary School	Completion of Administration Block: Roofing, plastering, floor, shutters and painting	500,000.00
Kiati Primary School	Reroofing of three classrooms; replacement of iron sheets, timber and facial boards	500,000.00
Musenge Primary school	Construction of one classroom to completion	1,100,000.00
Yongo primary school	Construction of one classroom to completion	1,100,000.00
Mwala Primary School	Renovation of three classrooms; plastering, flooring, painting, shuttering.	500,000.00
EDUCATION: SECONDARY SCHOOLS		
St. Peters Secondary School-Nduundune	Construction of administration block to completion.	2,500,000.00
Ikanga Girls' Secondary school	Purchase of 51 seater school bus in partnership with parents, Kitui County and parents	1,000,000.00
Kisayani Secondary school	Final payment towards purchase of 51 seater school bus in partnership with parents	1,000,000.00
Mutomo Girls' Secondary school	Construction of one dormitory to completion	2,000,000.00
Kenze Secondary school	Completion of one classroom started by parents in 2018: Roofing, shutters, plaster, flooring and painting	300,000.00
Uae Mixed Secondary School	Construction of one dormitory to completion	2,000,000.00
Kawelu Secondary School	Construction of one dormitory to completion	2,000,000.00
Kanziko Secondary school	Construction of dining hall to completion	1,500,000.00
Muthue secondary school	Construction of dining hall to completion	2,000,000.00
Vutu Secondary school	Construction of one classroom to completion	1,100,000.00
KwaKimweli Secondary school	Completion of Laboratory started by parents: Partial walling, Plastering, flooring, shutters, and painting	1,000,000
Timboni Secondary school	Construction of one dormitory to completion	2,000,000



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Project Name	Project Activity	Amount Allocated
Mutonya Secondary school	Construction of one classroom to completion	1,100,000
Kaatene Secondary School	Construction of one dormitory to completion	2,000,000
Mathima Secondary school	Construction of dining hall to completion	2,000,000
Simisi secondary school	Construction of principal's house to completion	1,000,000
St Patricks Mixed Secondary School	Construction of administration block to completion	2,500,000
EDUCATION: TERTIARY INSTITUTIONS		
KMTC - Mutomo Campus	Completion of Women hostel: Plaster, doors, shutters, painting	1,000,000.00
Ikanga Teachers Training College	Construction of two Lecture Halls Kshs 2,200,000; construction of administration Block Kshs 3,000,000 to completion	5,200,000.00
SECURITY PROJECTS		
Mutomo Sub-county – Deputy County Commissioner's (DCC) Office	Construction of a still gate and sentry house to completion	300,000.00
Mwanianga Assistant Chiefs' Office	Construction of Office Block to completion	400,000.00
Ikutha Chiefs' Camp	Construction of Dias to completion	500,000.00
Ikanga Chief's Office	Completion of Chiefs office: Plastering, windows, doors, floor and painting	500,000.00
Kyoani Assistant Chief's Office	Construction of Office Block to completion	400,000.00
Athi Chiefs' Office	Construction of Office Block to completion	500,000.00
Kituti Chiefs' Office	Construction of Office Block to completion	500,000.00
Ndakani Chief's Office	Completion of the chief's office: Roofing, plastering and painting	200,000.00
Kiimani Assistant Chiefs' Office	Construction of Office Block to completion	400,000.00
Monguni Assistant Chiefs Office	completion of office: plaster, floor, painting, shutters	200,000.00
OTHERS		
Mutomo Huduma Centre	Construction of Huduma Centre at Mutomo Chiefs Camp	4,500,000.00
Special Education curriculum support office	Purchase of motorbike for Special Education Curriculum Support Officer-Kitui South Sub-County	100,000.00



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Project Name	Project Activity	Amount Allocated
Mutomo Curriculum Support Office	Purchase of motorbike for Mutomo Curriculum Support Officer	100,000.00
Mutha Curriculum Support Office	Construction of Office to completion	1,500,000.00
Mutha Curriculum Support Office	Purchase of motorbike Mutha Curriculum Support Office	100,000.00
Athi Curriculum Support Office	Purchase of motorbike for Athi Curriculum Support Officer	100,000.00
Athi Zonal Educational Office	Construction of 2 door pit latrine to completion	300,000.00
	Totals	109,040,875.52

KSNG-CDF MIN5/04/12/2018 KMTC VARIATION

The committee was informed that the contractor had complained about the amount allocated for the KMTC project and that he threatened to quit site. It was observed that there was need to allocate more funds to the projects and the committee tasked the Fund manager to write to the contractor informing him that the matter will be looked into keenly. It was also agreed that the works officers was to be involved and that more funds for that projects were to be allocated this financial year.

KSNG-CDF MIN6/04/12/2018 PMC TRAINING

The committee approved PMC training in the 6 wards. The training was to target the PMCS with ongoing projects as well as those that were to start projects in January. The manager was authorized by the committee to prepare a budget for the PMC training and take an imprest to facilitate the same. It was proposed the training to be done in two places on in Ikutha and the other in Mutomo, the proposed dates was 13th and 14th of Dec 2018

KSNG-CDF MIN7/04/12/2018 ON-GOING PROJECTS

The NG-CDFC at the time of submitting on-going projects that needed extra funds did not give any project since all were provided with sufficient funding to completion.

KSNG-CDF MIN8/04/12/2018 A.O.B

There being no other business the meeting ended at 3.30 with a word of prayer from Florence Martin,

Minutes taken by secretary Kenneth Kibonyo sign [Signature] Date 13/2/2019

Confirmed by chairperson FLORENCE M-MAESIN sign [Signature] Date 13/2/2019

