**KATHIANI NG-CDFC MEETING HELD ON 14/10/2019 AT THE CDF BOARDROOM AT 9.00AM**

**Present**

1. Philip Ndolo - Chairman
2. Agnes Muasya - Secretary
3. Caroline Mutua - Member
4. Benard Kioko Ngila - Member
5. Christine Syombua - Member
6. Leonard Muindi Kioko - Member
7. Mirriam Nyiva - Member
8. Winfred Mulee Charles - Member
9. Raphael Makau - FAM
10. Chitechi Marystellah - ACC

**Agenda**

1. Prayers
2. Address from the Chairman
3. Reading and confirmation of previous minutes
4. Matters arising
5. Projects proposals allocation 2019/2020
6. Bursary cheques replacement
7. A.O.B.

**MIN 1/****14/10/2019 PRAYER**

The meeting was called into order at 9.04 am with a word of prayer by the Chairman himself

**MIN 2/14/10/2019 ADDRESS FROM THE CHAIRMAN**

The Chair stated that it was yet another time when members are supposed to depict a high sense of objectiveness as they went through the proposals from the various parts of the constituency.

 **MIN 3/14/10/2019 READING AND CONFIRMATION OF PREVIOUS MINUTES**

The minutes for meeting held on 17.09.2019 were read by the secretary. Miriam Muthoka proposed while Leonard Kioko seconded them as a true record of what had transpired.

**MIN 4/14/10/2019 MATTERS ARISING**

Members were informed that the approval of reallocation for ICT Hubs was still outstanding with the NGCDF Board.

 **MIN 5/14/10/2019 PROJECTS PROPOSALS ALLOCATION 2019/2020**

Members agreed to fund the following projects in the financial year 2019/2020:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PROJECT NAME** | **PROJECT NUMBER** | **PROJECT ACTIVITY** |  **AMOUNT ALLOCATED THIS FY**  | **STATUS** |
| Employees’ Salaries | 4-016-079-2110000-100-2019/2020-001 | Payment of staff salaries and gratuity  | 2,600,000.00 |  On-going |
| Goods and Services | 4-016-079-2210000-100-2019/2020-002 | Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea, | 2,000,000.00 | On-going |
| Committee Expenses | 4-016-079-2210802-100-2019/2020-005 | Payment of Committee sitting allowances, transport, conferences | 3,642,063.00 | On-going |
| Emergency reserve 5% | 4-016-079-2640200-101-2019/2020-001 | To cater for any unforeseen occurrences in the constituency during the financial year | 7,198,241.38 | On-going |
| Goods and Services | 4-016-079-2210000-111-2019/2020-001 | Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence | 621,031.00 | On-going |
| Committee Expenses | 4-016-079-2210802-111-2019/2020-002 | Payment of Committee sitting allowances, transport, conferences | 1,800,000.00 | On-going |
| NGCDFC/PMC Capacity Building | 4-016-079-2210700-111-2019/2020-003 | Undertake Training of the PMCs/NGCDFCs/ staffs on NGCDF Related issues | 1,700,000.00 | On-going |
| Bursary Secondary Schools | 4-016-079-2640101-101-2019/2020-001 | Payment of bursary to needy student in Secondary Schools | 19,000,000.00 | On-going |
| Bursary Tertiary Institutions | 4-016-079-2640102-102-2019/2020-001 | Payment of bursary to needy students in Tertiary Institutions  | 15,000,000.00 | On-going |
| Sporting activities 2% | 4-016-079-2640509-112-2019/2020-001 | Organizing sports tournament where the winning teams shall be awarded with uniforms, trophies and balls | 2,740,000.00 | New |
| Kathiani NG-CDF Office | 4-016-079-3110202-108-2019/2020-001 | Construction of a NG-CDF office-slabbing, plastering and painting |  4,500,000.00  | On-going |
| Kathiani Technical Training Insitute | 4-016-079-2630206-104-2019/2020-001 | Construction of Tertiary College-Administration- 8 offices and boardroom |  10,000,000.00  | New |
| Mbee Primary School | 4-016-079-2630204-104-2019/2020-001 | Ground leveling-Excavation and grading(1 hectare)-to be used as playing field by learners |  2,340,000.00  | New |
| Isooni Primary School | 4-016-079-2630204-104-2019/2020-002 | Renovation of 3 classrooms-Reroofing, fixing doors and windows, plastering and painting to completion | 500,000.00 | New |
| Iveti Primary School | 4-016-079-2630204-104-2019/2020-003 | Construction of an administration block to completion-2 offices/rooms and staffroom | 2,000,000.00 | New |
| Kathuni Primary School | 4-016-079-2630204-104-2019/2020-004 | Renovation of 3 classrooms-Reroofing, fixing doors and windows, plastering and painting to completion | 500,000.00 | New |
| Kalala Primary School | 4-016-079-2630204-104-2019/2020-005 | Renovation of 3 classrooms-Reroofing, fixing doors and windows, plastering and painting to completion | 500,000.00 | New |
| Wutini Primary School | 4-016-079-2630204-104-2019/2020-006 | Construction of a new classrooms to completion | 1,000,000.00 | New |
| Kasioni Primary School | 4-016-079-2630204-104-2019/2020-007 | Construction of 2 new classrooms to completion | 2,000,000.00 | New |
| Imilini Primary School | 4-016-079-2630204-104-2019/2020-008 | Renovation of 3 classrooms-Reroofing, fixing doors and windows, plastering and painting to completion | 500,000.00 | New |
| Nzaikoni Primary School | 4-016-079-2630204-104-2019/2020-009 | Renovation of 3 classrooms-Reroofing, fixing doors and windows, plastering and painting to completion | 500,000.00 | New |
| Kikata Primary School | 4-016-079-2630204-104-2019/2020-010 | Renovation of 3 classrooms-Reroofing, fixing doors and windows, plastering and painting to completion  | 500,000.00 | New |
| Kikunuani Primary School | 4-016-079-2630204-104-2019/2020-011 | Renovation of 3 classrooms-Reroofing, fixing doors and windows, plastering and painting to completion | 500,000.00 | New |
| Mutondoni Primary School | 4-016-079-2630204-104-2019/2020-012 | Renovation of 4 classrooms-Reroofing, fixing doors and windows, plastering and painting to completion  | 750,000.00 | New |
| Kwa Ngengi Primary School | 4-016-079-2630204-104-2019/2020-013 | Purchase of 0.5 hactare land for school expansion(adequate for one off purchase) | 194,000.00 | New |
| Komarock Primary School | 4-016-079-2630204-104-2019/2020-014 | Renovation of 3 classrooms-Reroofing, fixing doors and windows, plastering and painting to completion | 500,000.00 | New |
| Mwanga Primary School | 4-016-079-2630204-104-2019/2020-015 | Completion of admin block - plastering, fixing of doors and windows, painting-six rooms and staffroom(Kshs. 500,000 approved first in 2016/2017 and estimated to cost Kshs. 1,500,000 ) | 1,000,000.00 | On-going |
| Maanzoni Primary School | 4-016-079-2630204-104-2019/2020-016 | Renovation of 3 classrooms-Reroofing, fixing doors and windows, plastering and painting to completion | 500,000.00 | New |
| Kalikya Primary School | 4-016-079-2630204-104-2019/2020-017 | Renovation of 3 classrooms-Reroofing, fixing doors and windows, plastering and painting to completion | 500,000.00 | New |
| Kaewa Primary School | 4-016-079-2630204-104-2019/2020-018 | Renovation of 2 classrooms-Reroofing, fixing doors and windows, plastering and painting to completion | 400,000.00 | New |
| Kitie Primary School | 4-016-079-2630204-104-2019/2020-019 | Ground leveling-Excavation and grading-0.75 hectares to be used as playing field by learners | 750,000.00 | New |
| Revision Books ( | 4-016-079-2640204-104-2019/2020-020 | Purchase of revision materials for Primary Schools | 3,000,000.00 | New |
| General Mulinge Secondary School | 4-016-079-2630205-104-2019/2020-001 | Completion of Dormitory -plastering, fixing of doors and windows, painting(130 students) | 2,500,000.00 | On-going |
| Kaliluni Secondary School | 4-016-079-2630205-104-2019/2020-002 | Construction of a new dormitory to completion(80 students) | 4,000,000.00 | New |
| Kithunguini Secondary School | 4-016-079-2630205-104-2019/2020-003 | Construction of four units (2 bedroom each) staff houses to completion | 4,000,000.00 | New |
| Kauti Secondary School | 4-016-079-2630205-104-2019/2020-004 | Completion of Science laboratory-fixing doors and windows, plastering and painting (40 students)-Estimated to cost Kshs. 3,000,000.00 and first approved in 2012/2013 with Kshs.2,000,000.00, Kshs. 500,000 in 2014/2015) | 500,000.00 | On-going |
| Kaiani Secondary School | 4-016-079-2630205-104-2019/2020-005 | Construction of a new Administration Block to completion(3 offices/rooms, boardroom and staffroom) | 4,000,000.00 | New |
| Lumbwa Secondary School | 4-016-079-2630205-104-2019/2020-006 | Construction of 2 new classrooms to completion | 2,000,000.00 | New |
| Kathiani Girls High School | 4-016-079-2630205-104-2019/2020-007 | Construction of a new Computer laboratory to completion(60 students seated) | 2,000,000.00 | New |
| Mbee Secondary School | 4-016-079-2630205-104-2019/2020-008 | Construction of a new Dining Hall to completion (able to host 100 students seated) | 4,000,000.00 | New |
| Ngoleni Secondary School | 4-016-079-2630205-104-2019/2020-009 | Construction of 2 new classrooms to completion | 2,000,000.00 | New |
| Kinyau Secondary School | 4-016-079-2630205-104-2019/2020-010 | Construction of 2 new classrooms to completion | 2,000,000.00 | New |
| Mitaboni ABC Girls Secondary School | 4-016-079-2630205-104-2019/2020-011 | Renovation of dormitory-Tiles and roofing(60 students)to completion | 2,000,000.00 | New |
| Mitaboni ABC Girls Secondary School | 4-016-079-2630205-104-2019/2020-012 | Construction of a new 100 students dormitory to completion | 5,132,388.76 | New |
| Miumbuni Secondary School | 4-016-079-2630205-104-2019/2020-013 | Construction of a 8 door new ablution block to completion | 1,000,000.00 | New |
| Thinu Secondary School | 4-016-079-2630205-104-2019/2020-014 | construction of a new administration block (Ksh. 2,000,000-2 offices/rooms and staffroom), Renovate 6 classes- Reroofing, fixing doors and windows, plastering and painting(1,000,000) | 3,000,000.00 | New |
| Ngiini Secondary School | 4-016-079-2630205-104-2019/2020-015 | Purchase of 51 seater School bus | 7,000,000.00 | New |
| Kalikya Secondary School | 4-016-079-2630205-104-2019/2020-016 | Construction of 2 new classrooms to completion | 2,000,000.00 | New |
| Kathalani Police Post | 4-016-079-2640507-108-2019/2020-002 | Construction of an Ablution block for administration section(8 doors) | 1,000,000.00 | New |
|  | **Total** |  | **137,367,724.14** |  |

**MIN 6/14/10/2019 BURSARY CHEQUES REPLACEMENT**

Members replaced the following bursary cheques:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| S/No. | Payee | Cheque No. | Amount | Reason for change | New Institution  | Amount |
| 1. | Chuka University | 008440 | 5,000.00 | Wrong account name | Kinyanjui Technical Training Institute | 5,000.00 |
| 2. | Makueni Boys High School | 008428 | 5,000.00 | Wrong account name | Mumbuni High School | 5,000.00 |
| 3. | Kenya Medical Training College-wote | 008480 | 5,000.00 | Wrong account name | Kenya Medical training College Makindu | 5,000.00 |
| 4. | Mutuyu Youth Polytechnic | 008489 | 3,000.00 | Wrong account name | Mutuyu Vocational Training Centre | 3,000.00 |
| 5. | Kaani Secondary School | 008275 | 3,500.00 | Change of school | Kaiani Secondary School | 3,500.00 |

**MIN 7/14/10/2019 A.O.B**

There being no other business the meeting was adjourned at 11.50 pm.

 Prepared by …………………………………………………date……………………….

 Secretary

Confirmed by……………………………………………….. date………………………..

 Chairman