

MINUTES OF THE KIRINYAGA CENTRAL NG-CDF MEETING HELD ON 1ST OCTOBER 2019

MEMBERS PRESENT

1. PAUL MUNENE MUGO	CHAIRMAN
2. CHARLES MUNENE MURIITHI	SECRETARY
3. EVAJOAN WANGECI KAROKI	MEMBER
4. JANE KANINI MURIUKI	MEMBER
5. SYLVIWANJA MUNYI	MEMBER
6. SEMEON MURIITHI MUGERA	MEMBER
7. KENNETH KARIUKI	MEMBER (FUND ACCOUNT MANAGER)
8. ANTHONY KARIMI KINYUA	MEMBER
9. DANIEL M. NDEGE	MEMBER (DEPUTY COUNTY COMMISSIONER)
10. CHARLES MURIUKI	MEMBER

AGENDAS

1. PRELIMINARIES
2. READING AND CONFIRMATION OF THE PREVIOUS MINUTES
3. NG-CDF PROJECT PROPOSAL F/Y 2019/20
4. PROJECT HANDING OVER
5. REPLACEMENT OF BURSARY STALE AND MISPLACED CHEQUES
6. PAYMENT OF OFFICE WATER BILLS
7. NG-CDF PROJECT VISIT
8. COMMITTEE ALLOWANCES
9. AOB

NG-CDF /KC/1/01/10/2019—PRELIMINARIES

The meeting started with a word of prayer at 10.00 a.m. by Sylvia Wanja Munyi. The chairman welcomed the members to the meeting and congratulated them for their punctuality in attending the meeting, and emphasized on the importance of the members to work as a team for efficient running of Kirinyaga central NG-CDF activities. He noted that due to commitment of the committee, NG-CDF projects are well executed and proper results achieved due to efficient planning and well-coordinated project monitoring and evaluation.

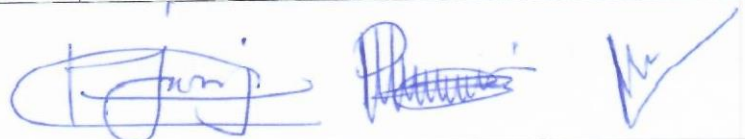
NG-CDF /KC/2/01/10/2019: READING AND CONFIRMATION OF THE PREVIOUS MINUTES

The previous meeting minutes were read by the secretary and confirmed as the true deliberation of the day after being proposed and seconded by Anthony Karimi and Jane Kanini Muriuki respectively.

NG-CDF/KC/3/01/10/2019: NG-CDF PROJECT PROPOSAL F/Y 2019/2020

The committee approved the following projects to implement in the financial year 2019/2020 as per the proposals collected during the public participation workshop conducted early this year.

PROJECT NAME	AMOUNT ALLOCATED THIS FINANCIAL YEAR	CURRENT PROJECT ACTIVITY	CURRENT STATUS
OFFICE ADMINISTRATION AND RECURRENT EXPENSES			
Employees' Salaries	2,623,600.00	Payment of staff salaries and gratuity	ON-GOING
Goods and Services	400,000.00	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea, Newspapers e.tc.	ON-GOING



NSSF	181,400.00	Payment of NSSF Deductions	ON-GOING
NHIF	59,400.00	Payment of NHIF Deductions	ON-GOING
Committee Expenses	2,857,082.76	Payment of Committee sitting allowances, transport, conferences	ON-GOING
	6,121,482.76		
EMERGENCY	7,198,241.38	Financing unexpected/ emergency occurrences under the management of the central government in the Constituency.	ON-GOING
EDUCATION BURSARIES			
Bursary Secondary Schools	27,000,000.00	Payment of bursary to needy student in secondary schools	ON-GOING
Bursary Tertiary institutions	13,000,000.00	Payment of bursary to needy student in Universities and other colleges	ON-GOING
	40,000,000.00		ON-GOING
M&E/ CAPACITY BUILDING			
Goods and Services	200,000.00	printing, stationery, Airtime, travel and subsistence, e.t.c.	ON-GOING
Committee Expenses	1,600,000.00	Payment of Committee allowances, transport, conferences expenses	ON-GOING
CDFC/PMC Capacity Building	1,500,000.00	Undertake Training of the PMCs/NG-CDFCs on CDF Related issues/ Organize bench marking tour for NG-CDFC	ON-GOING
NG-CDF Publicity	700,000.00	Preparation and printing of Kirinyaga Central NG-CDF Calendars	
	4,000,000.00		
YOUTH AND SPORTS	2,700,000.00	Purchase and distribution of sports kits and balls to following 34 football and four (4) volleyball clubs within Kirinyaga central constituency. Each football club to get sports equipment worth kshs 71,000.00 and volleyball teams each to get Kshs 71,500.00 Purchase and distribution of sports kits and balls to the following thirty-four (34) football clubs and four (4) volleyball clubs within Kirinyaga central constituency. FOOTBALL TEAMS(MALE YOUTH): Gatwe FC, Gathuthuma FC, Kiamaina FC, Kagumo FC, Njumbi FC, Kamuiru FC, Kiarugu FC, Kiamutuiru FC, Kiaritha FC, Mutitu FC, Kiangungu FC, Kirimunge FC, Njega FC, Kiaga FC, Gatuto FC, Ngaru FC, Gitwe FC, Kianjege FC, Mukinduri FC, Kiranja FC, Kangaita FC, Thaita FC, Mutuma FC, Karaini FC, Mugwandi FC, Kiamuruga FC, Kirima FC, Kerugoya Sportif FC, Kiabarikiri FC, Kiandieri FC, Waigiri FC, Kirigo FC, Kaitheri FC and	ON-GOING

		Gakoigo FC. VOLLEYBALL TEAMS: Mutira volleyball club, Kerugoya volleyball club, Karaini volleyball club, Ngaru volleyball club.	
ENVIRONMENT			
Kiarugu Primary School	200,000.00	Completion of Kiarugu primary school pupils septic toilet (Painting and installation of water goods	
Kiangungu Primary School	1,700,000.00	Construction of a Ten units (Including a Urinal and pupils living with disability toilet) septic toilet at Kiangungu Primary School.	ON-GOING
EDUCATION PROJECTS: TERTIARY INSTITUTION			
Kirinyaga Central Technical Training Institute	10,000,000.00	Partial financing the Construction of the Kirinyaga central constituency technical training institute at Kiangungu Primary school.	NEW
EDUCATION PROJECTS: SECONDARY SCHOOLS			
Kirimunge Secondary School	700,000.00	Completion of the School storey Science Laboratory (, electrical installation, plumbing and gas works).	ON-GOING
Gathuthuma Secondary School	5,250,000.00	Construction of the School storey Science Laboratory	ON-GOING
	5,950,000.00		
EDUCATION PROJECTS: PRIMARY SCHOOLS			
Karaini primary School	3,500,000.00	School facelift: Replacing of worn-out iron sheet, windows, doors, hacking off defective floors and walls, re-plastering, re-flooring and painting of sixteen(16) classrooms.	ON-GOING
Kiamaina primary School	1,000,000.00	Completion of the School facelift: Replacing of worn-out iron sheet, windows, doors, hacking off defective floors and walls, re-plastering, re-flooring and painting of fifteen (15) classrooms, School staffroom and office.	ON-GOING
Kaitheri Primary School	1,500,000.00	School facelift: Replacing of worn-out iron sheet, windows, doors, hacking off defective floors and walls, re-plastering, re-flooring and painting of eight (8) classrooms, School staffroom and school administration block.	NEW
Kirima Primary School	2,000,000.00	School facelift: Replacing of worn-out iron sheet, windows, doors, hacking off defective floors and walls, re-plastering, re-flooring and painting of eight (8) classrooms, two School offices and a staffroom.	NEW

Kiranja Primary School	2,000,000.00	School facelift: Replacing of worn-out iron sheet, windows, doors, hacking off defective floors and walls, re-plastering, re-flooring and painting of eight (8) classrooms, two School offices and a staffroom.	NEW
Mutira Primary School	2,000,000.00	School facelift: Replacing of worn-out iron sheet, windows, doors, hacking off defective floors and walls, re-plastering, re-flooring and painting of eight (8) classrooms and two school offices	NEW
Njega primary School	3,350,000.00	Completions of the school offices and staffroom(ceiling installation and painting) Kshs225,815.00; School facelift: Replacing of worn-out iron sheet, windows, doors, hacking off defective floors and walls, re-plastering, re- flooring and painting of nine (9) classrooms in school Kshs 3,124,185.	ON-GOING
Kianjege East Primary School	2,360,000.00	School facelift: Replacing of worn-out iron sheet, windows, doors, hacking off defective floors and walls, re-plastering, re-flooring and painting of eleven (11) classrooms in the school. School gate repair and construction of the school drainage system.	ON-GOING
Kirigo Primary School	3,100,000.00	Completions of the school offices and staffroom(ceiling installation and painting) Kshs125,000; School facelift: Replacing of worn-out roof, windows, doors, flooring and painting of eight (8) classrooms in school Kshs 2,975,000.	ON-GOING
Kiabarikiri Primary School	2,700,000.00	School facelift: Replacing of worn-out iron sheet, windows, doors, hacking off defective floors and walls, re-plastering, re- flooring and painting of seven (7) classrooms, School hall and renovation of school gate.	ON-GOING
Kamuiru Primary School	4,250,000.00	Completions of the school offices, staffroom(ceiling installation and painting) and Twelve (12) classrooms renovation works (flooring, plastering and painting) Kshs 1,625,000; School facelift: Replacing of worn-out iron sheet, windows, doors, hacking off defective floors and walls, re-plastering, re-flooring and painting of thirteen (13) classrooms in school Kshs 2,625,000.	ON-GOING
Thaita Primary School	2,750,000.00	Completions of the school offices and staffroom(ceiling installation and painting) Kshs350,000; School facelift: Replacing of worn-out iron sheet, windows, doors, hacking off defective floors and walls, re-plastering, re-flooring and painting of	ON-GOING

		thirteen (13) classrooms in school Kshs 2,400,000.	
Kiaga Primary School	2,520,000.00	School facelift: Replacing of worn-out iron sheet, windows, doors, hacking off defective floors and walls, re-plastering, re-flooring and painting of eleven(11) classrooms in the school.	ON-GOING
	33,030,000.00		
SECURITY PROJECT			
Kerugoya Chief's office	700,000.00	Completion of Kerugoya Chief's office (Plastering, tile works and painting)	ON-GOING
Kaitheri Assistant chief's office	650,000.00	Renovation of the Kaitheri assistant chiefs office (Replacement of broken window panes, gutters and painting) Kshs 200,000; purchase of office furniture Kshs 100,000; Fencing of the assistant chief compound with chain link and life fence Kshs 300,000; and electrical installation and connecting the office with power Kshs 50,000,	NEW
	1,350,000.00		
HEALTH			
Kenya Medical Training College-Kirinyaga Central	10,000,000.00	Construction of 8 classrooms and Administration block.	NEW
OTHERS			
Kirinyaga Central NG-CDF office	4,200,000.00	Completion of Kirinyaga Central NG-CDF storeyed office (ceiling works, painting and tile works)	ON-GOING
Kirinyaga Central NG-CDF Office Perimeter Wall	5,274,000.00	Completion of Kirinyaga Central NG-CDF (Completion of masonry works, Grill Works, internal Plastering, Installation of two gates, external finishes and painting.	ON-GOING
Kirinyaga Central NG-CDF Office public toilet	2,100,000.00	Construction of 8 units public septic toilet at the NG-CDF office compound.	NEW
Kirinyaga Central NG-CDF office Furniture	3,550,000.00	Purchase of NG-CDF office furniture to include furniture for the two halls- ICT Hall and the main hall, all staff offices, boardroom furniture, artificial reception and Kitchen cabinets.	NEW
	15,276,000.00		
	137,373,724.14		

NG-CDF/KC/4/01/10/2019: PROJECT HANDING OVER

The committee noted that the following projects are almost complete and that from the information obtained from the contractor and the technical team the projects will be fully complete and ready for handing over on Friday 4/10/2019.

Institution Name	Activity	Amount Allocated
Kiaga Primary School	Renovation of Classrooms, school hall and offices	3,000,000.00
Kianjege Primary School	Renovation of Classrooms, school hall and offices	3,000,000.00
Thaita Primary School	Renovation of Classrooms, school hall and offices	3,000,000.00

The committee approved the following budget to facilitate the handing over.

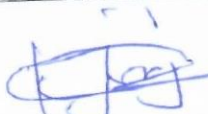


ACTIVITY	NUMBER	RATE	TOTAL AMOUNT
NG-CDF Participants allowance	10 for one day	5,000 & 7000- chairman	52,000.00
NG-CDF Clerks of works	1 for one day	1,000.00	1,000.00
Transport	2 taxi per day for one day	4000.00	8,000.00
Refreshment		5,000.00 per school	15,000.00
100 Seater tent together with Chairs	Three	8,000.00	24,000.00
P.A. System with a standalone generator	One	10,000.00	10,000.00
Photos and Videos			10,000.00
		TOTAL	104,000.00

NG-CDF/KC/5/01/10/2019: REPLACEMENT OF BURSARY STALE AND MISPLACED CHEQUES

The committee approved the following bursaries be replaced as per the reasons given in the table below:

011909	KIANGUNGI BAPTIST SECONDARY SCHOOL	Beneficiary cannot be traced	4,000	Emmah Wanjiku Thairu: Adm: BDS6/38730/19 CHUKA UNIVERSITY	4,000
012174	ST LINDA SECONDARY SCHOOL	Beneficiary cannot be traced	4,000	Maureen Wambui Munene: Adm: 22282/09/2019 KABETE NATIONAL POLYTECHNIC	4,000
012141	SISTER IRENE SECONDARY SCHOOL	Beneficiary cannot be traced	2,000	Maina Susan Njeri: ST PHILIP BARICHO SECONDARY SCHOOL	2,000

011773	GATUNGURU SECONDARY SCHOOL	Beneficiary cannot be traced	2,000	Stephen Mwangi Rukwaro: Adm: 2157 KABONGE SECONDARY SCHOOL	2,000
011724	CIAGIINI MIXED DAY SECONDARY SCHOOL	Beneficiary cannot be traced	2,000	Yvonne Valentine Muthoni: Adm: 1850 KARAINI SECONDARY SCHOOL	2,000
012132	SALVATION ARMY GATEGI SECONDARY SCHOOL	Beneficiary cannot be traced	4,000	Viona Nyakio Kinyua: Adm: 7651 NGIRIAMBURU GIRLS HIGH SCHOOL	4,000
011842	KANGUBIRI GIRLS SECONDARY SCHOOL	Beneficiary cannot be traced	4,000	Karen Wanjiku: ADM: 7138 KYENI GIRLS HIGH SCHOOL	4,000
011734	DAGORETTI HIGH SCHOOL	Beneficiary cannot be traced	4,000	Kamau Joan Wambura: D235/17/62/17 KENYATTA UNIVERSITY	4,000
012249	MUKUYU BOYS SECONDARY SCHOOL	Beneficiary cannot be traced	4,000	Susan Nyaguthii Mwai: Adm: E34/4946/2019 KENYATTA UNIVERSITY	3,000
012105	PANGANI GIRLS HIGH SCHOOL	Beneficiary cannot be traced	4,000	Komu Esther Wanjiru: ADM: 512 GITWE MIXED DAY SECONDARY SCHOOL	3,000
012115	PRESBYTERIAN INSTITUTE OF SCIENCE AND TECHNOLOGY	Beneficiary cannot be traced	4,000	Mwai Dancan Gachoki: ADM: CT202/100794/19 MERU UNIVERSITY OF SCIENCE AND TECHNOLOGY	4,000
011851	KARATINA VOCATIONAL TRAINING CENTRE	Beneficiary cannot be traced	4,000	Phoebe Njeri: DND/189J/19 THE TECHNICAL UNIVERSITY OF MOMBASA	4,000
011864	KENYA COAST NATIONAL POLYTECHNIC	Beneficiary cannot be traced	4,000	Susan V Njoki Kangwanja: ADM: BUS-246-005/2019 MULTI MEDIA UNIVERSITY	4,000

01 1860	KAVOTE SECONDARY SCHOOL	Beneficiary cannot be traced	4,000	Jecinta Njeri Wairimu: ADM: 2456 GITONGU SECONDARY SCHOOL	3,000
012959	KIAMBWE YOUTH POLYTECHNIC	Spelling mistake of school name	3,000	Mwai Athony Karimi Adm: 5163 KIAMBWE VOCATIONAL TRAINING CENTRE	3,000
012779	COAST NATIONAL POLYTECHNIC	Spelling mistake of school name	4,000	Ngiri Maureen Nyakio Adm: 170565 KENYA COAST NATIONAL POLYTECHNIC	4,000
				Susan Nyawira ADM: KIAMUTUIRA SECONDARY SCHOOL	3,000
TOTAL			57,000		57,000

The fund account manager informed the committee that the following cheques had been reported to the offices as misplace by the guardians of the respective beneficiaries.

PAYEE	CHEQUE NO.	AMOUNT
KAIRINI SECONDARY SCHOOL	012870	6,000.00
NYANDARUA INSTITUTE OF SCIENCE AND TECHNOLOGY	013121	8,000.00

The committee approved the replacement of the above cheques once the bank confirms they have not cleared and a stop for the clearance of the said cheques has been effected in the bank. This the committee noted will ensure that the beneficiaries benefit from the awarded bursary.

He also informed the committee members that Wangui Maureen Nyakio Adm. EX/DBM/9834/16 who was a beneficiary of Kirinyaga Central bursaries amounting to Kshs. 4,000 did not benefit because her name was wrongly placed to University of Embu instead of Embu College. The fund manager informed the members that Embu University had written a cheque back to Kirinyaga Central NG-CDF of Kshs. 4,000 which was meant to benefit this student, this Cheque was deposited in the CDF account and cleared on 18th April 2019 The members approved that a cheque be written to Embu college so that the student can benefit.

NG-CDF/KC/6/01/10/2019: PAYMENT OF OFFICE WATER BILLS

The fund account manager reported to the committee that water bills for September 2019 amounting to Kshs. 3,140 were due and Kirinyaga Water and Sanitation Company had invoiced the office for payment. The committee members approved the payment of the bills to ensure smooth running of the office.

NG-CDF/KC/7/01/10/2019: NG-CDF PROJECT VISIT

The committee noted the importance of visiting the following projects to ascertain their completion level before they are handed over. They therefore approved that the visit be conducted on Thursday 3/10/2019.

PROJECT NAME	PROJECT ACTIVITY	AMOUNT
KIAGA PRIMARY	Renovation of Classrooms, school hall and offices	3,000,000.00
THAITA PRIMARY	Renovation of Classrooms, school hall and offices	2,000,000.00
KIANJEGE EAST PRIMARY	Renovation of Classrooms, school hall and offices	3,000,000.00

To facilitate the visit, the committee approved the following budget.

ACTIVITY	NUMBER	RATE	TOTAL AMOUNT
NG-CDF Participants allowance	12 for one day	5,000 & 7000- chairman	62,000.00
NG-CDF Clerks of works	1 for one day	1,000.00	1,000.00
Transport	2 taxi per day	4000.00	8,000.00
Refreshment	1	5,000.00	5,000.00
		TOTAL	76,000.00

NG-CDF/KC/8/01/10/2019: PAYMENT OF COMMITTEE ALLOWANCES

The committee approved that their allowances for today's meeting totaling to Kshs 52,000 be paid.

NG-CDF/KC/9/01/10/2019: A.O.B

Having no other business, the meeting was closed with a word of prayer by Semeon Muriithi Mugeru at 1.30 p.m.

Minutes recorded by:

Confirmed by:



Charles Munene Muriithi

NG-CDFC Secretary

Date...2/10/19.....



Paul Munene Mugo

NG-CDFC Chairman

Date...2-10-2019.....