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|  **NGCDF KANGEMA** | **National Government Constituencies Development Fund****Kangema Constituency****P.O Box 22-10202** **KANGEMA** **Email:Kangemacdf@gmail.com** |
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|  |  **Date:19/09/2018** |

**MINUTES OF A MEETING HELD ON 19/09/2018 AT 10.30AM AT THE NGCDF BOARDROOM**

**MEMBERS PRESENT**

1. Samuel Muchunu Muraguri Chairman

2. Emma Wanjiru Irungu Secretary

3. Elius Thuo Mwathi Member

4. Samson Kaguma Mwangi Member

5. Janiffer Waithera Ngugi Member

6. Hoglias Wangechi Kihu Member

7 StanelyWanyoike Member

8. Isaiah Kogi Mwangi Member

9.John Munyau Fund Manager

**INATTENDANCE**

1. Zachary Chege C.O.M
2. Agnes Shadrak D.C.C

**AGENDA**

1. Project proposal
2. Project Resubmission
3. A.O.B

**Preliminaries**

 The meeting started with a word of prayer led by Hoglias Wangechi.Chairman welcomed members to the meeting and thanked them for availing themselves.

**Min 01/19/09/2018 Project Proposal**

Through the chairman the fund manager informed members that the total allocation is of kshs. 109,040,875.52. From which 5% is emergency,6% administration ,3% monitoring and evaluation,2% sports,2% environment and 25% bursary It was agreed that five high impact projects will be proposed which will be complete within one financial year. The new projects includes:-

1. Proposed KMTC Kangema Kshs. 30,000,000.00
2. Kihoya ACC’s office Kshs. 2,400,000.00
3. Michuki T.T.I Kshs 4,350,000.00
4. Kiawambogo Police Post Kshs. 4,350,000.00
5. Kibutha Ass. Chief’s office Kshs. 500,000.00
6. Kanyenyaini chief’s office Kshs. 2,000,000.00

Members deliberated and resolved to fund proposed projects for 2018/2019 financial year as follows:

| **Project Name**  | **Project activity**  | **Amount Allocated** | **Current Status**  |
| --- | --- | --- | --- |
| Employees’ Salaries | Payment of staff salaries and gratuity | 2,097,360.00 | On-going |
| Goods and Services | Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea, etc. | 2,416,767.80 | On-going |
| NSSF | Payment of NSSF Deductions | 103,680.00 | On-going |
| NHIF | Payment of Deductions | 46,800.00 | On-going |
| Committee Expenses | Payment of Committee sitting allowances, transport, conferences | 1,877,845.20 | On-going |
| Goods and Services | Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence, etc. | 908,490.40 | On-going |
| Committee Expenses | Payment of Committee sitting allowances, transport, conferences | 1,362,735.60 | On-going |
| CDFC/PMC Capacity Building | Undertake Training of the PMCs/NG-CDFCs on NG-CDF Related issues | 1,000,000.00 | On-going |
| Emergency | To cater for any unforeseen occurrences in the constituency during the financial year | 5,738,993.45 | On-going |
| ConstituencySports Tournament | Carry out Constituency Sports tournament and the winning teams/schools to be awarded with trophies, balls, and games kits | 2,180,818.00 | On-going |
| Kangema Environment- tree planting | Acquiring and planting tree seedlings within the The Compounds of the following SchoolsWanjrere Primary SchoolNyagatugu Primary SchoolKanguru Primary SchoolRwathia Primary SchoolKiawambogo Primary SchoolKanyenyaini Primary SchoolKiruri Primary SchoolIchichi Primary SchoolNjii-Ithatu Primary SchoolNyakahura Primary School | 2,180,818.00 | On-going |
| Bursary Secondary Schools | Payment of bursary to needy student | 20,000,000.00 | On-going |
| Bursary Tertiary Schools | Payment of bursary to needy student | 7,260,218.07 | On-going |
| Wanjerere Primary school | Renovation of Five (5 No) classrooms-changing of roofing sheets and defaced timber members, plaster, floor screed and glazing | 1,300,000.00 | New |
| Githima Primary school road | Grading of the 1.2KM road leading to Primary school | 1,500,000.00 | New |
| Karuri Primary school | Rehabilitation of the 500 metres road leading to the school | 500,000.00 | New |
| Kahiti Primary school | Completion of a model staffroom- doors and windows fittings, plaster and painting, ceiling and sanitary provisions. | 550,000.00 | Ongoing |
| Kihoya Primary school | Completion of a model staffroom-averagely 97% of work has been done the remaining work include floor finishes | 250,000.00 | Ongoing |
| Kiawairegi primary school | Completion of a 4 door toilet-remaining works includes floor screed, external finishes and tiling in urinal | 150,000.00 | On going |
| Ichichi Primary School | Renovation of three (3 No) classrooms-changing of roofing sheets and defaced timber members, plaster, floor screed and glazing | 800,000.00 | On going |
| Muguru Secondary School | Completion of Construction of a Library-Slab, wall and roofing  | 3,470,876.00 | New |
| Dr.Kiano Secondary school. | Completion of administration block- Plaster, painting, landscaping around, gutters and fittings of toilets | 200,000.00 | Ongoing |
| Gatunduini Sec School | Construction of an Administration block- roofing stage, with roofing works being done to completion. | 750,000.00 | Ongoing |
| Iyego Sec School | Construction of two classrooms. | 2,600,000.00 | New |
| Ihiga Sec School | Completion of a Dormitory-Plasterv , painting and roofing | 800,000.00 | Ongoing |
| Watuha Secondary School | Completion of Dormitory-Partial walling , roofing, plaster and painting | 1,100,000.00 | Ongoing |
| Kanyenya-Ini Sec School | Completion of Laboratory-Plaster, painting and benches | 1,300,000.00 | Ongoing |
| Wanjerere Secondary School | Completion of a Dining Hall-Plaster, painting, floor, doors, windows and staircase  | 600,000.00 | On going |
| Rwathia Mixed Secondary School | Purchase of Student talaent improvement Equipment ie Mixer, Speakers,, key board, Microphone and drum-Ksh 175,000TV Screen Ksh 40,000 and DVD Player Ksh 5,000 | 220,000.00 | New |
| Kihoya ACC’s Office | Construction of an ACC’s Office | 2,400,000.00 | New |
| Kiawambogo Police Post | Construction of two housing units | 2,350,000.00 | New |
| Kiawambogo Police Post | Renovation of administration block-Replacing roof with a slab on one wing,Replacement of doors and windows with metal grills toilet partitioning,replacing defective ceilings, Plastering and painting | 2,000,000.00 | New |
| Kibutha Ass.Chief’s Office | Construction of a 3 door toilet | 500,000.00 | Ongoing |
| Kanyenya-Ini Chief’s Office | Construction of a Chief’s Office | 2,000,000.00 | New |
| Tuthu Ass/Chief’s office | Construction of Ass.Chief’s office | 1,275,473.00 | New |
| Karura A/Chief’s Office | Purchase of Land for Construction of Assistant Chief’s Office | 600,000.00 | New |
| Gatang’ara AP Camp and Ass.Chief’s office | Completion of AP Camp-remaining works include general finishes and electrical works | 300,000.00 | Ongoing |
| Michuki Technical Training Institute | Construction of a Dining Hall | 4,350,000.00 | New |
| Proposed Kenya Medical Training College Kangema | Construction an Administration Block | 13,000,000.00 | New |
| Proposed Kenya Medical Training College Kangema | Construction of Six Classrooms | 12,000,000.00 | New |
| Proposed Kenya Medical Training College Kangema | Construction of a Laboratory | 5,000,000.00 | New |
| **TOTAL** | **109,040,875.52** |  |

**Min 02/19/09/2018 Project Resubmission**

Members were informed that the allocation for environment amounting to Kshs. 227,586.20 had been conditionally approved.After deliberations they resolved to change the venue to Njii-Ithatu(G3) area in Muguru Ward and therefore afresh resubmission be done for the same.

**A.O.B**

There rose a need to evaluate and monitor the projects which have been on construction. Due to this a resolution was made that the committee members will visit the projects on Thursday date 27/09/2018. Proposed projects to be visited are: Kangema Ranet radio station for a generator acquired,Kiawambogo Police Post constructed and Wanjerere Secondary School on dining hall project in progress.

It was proposed that the office should have a camera for capturing images during monitoring and evaluation on site visit.

A motorbike was proposed to be purchased in order to ease movement by the clerk of works. A resolution was reached upon that the damaged motorbike to be assessed by an expert mechanic and give recommendations of either disposing or repairing the damaged one.

On management of the empowerment center a resolution reached upon is that the committee to manage it where it will be charging some maintenance fee from the user.

An update on road progress was given where a budget of 20 million was made to be used on our roads. It was also reported that some roads have already been made and improved.

**ADJOURNMENT**

 The meeting ended with a word of prayer from Mrs. Janiffer Ngugi at 3.00pm.

**Chairman ………………………… Secretary …………………………………..**

**Sign ……………………………………… Sign ………………………………………**

**Date ……………………………………….. Date …………………………………**