

**NG-CDFC MBEERE NORTH CONSTITUENCY 3RD NG-CDFC MEETING HELD ON 24TH SEPTEMBER,
2020 AT NG-CDFC HALL.**

Members Present

- | | |
|---------------------------|---------------------|
| 1. Richard Nyaga Thiriku | NG-CDFC Chairperson |
| 2. Lillian Mbuya | NG-CDFC Member |
| 3. Victor Nyaga Ndumo | NG-CDFC Member |
| 4. Stephen Njeru Mbutu | NG-CDFC Member |
| 5. Caudesia Mbura Murathi | NG-CDFC Member |
| 6. Eliphaz Nthimba Njuki | NG-CDFC Member |
| 7. Nasalio Njeruh | NG-CDFC Member |
| 8. Richard M. Maingi | FAM |
| 9. Loisias N. Mote | NG-CDFC Secretary |

Agenda

1. Prayers & Preliminaries
2. Apologies
3. Adoption of the Agenda
4. Declaration of Conflict of Interest
5. Confirmation of the previous minutes
6. Matters arising
7. Report by FAM
8. Budget proposal 2020/2021 Funds & code list
9. Change of Bank A/C
10. A.O.B/Date of Next Meeting

MIN: 25/NG-CDFC/MBEERENORTH /2020/21-PRAYERS & PRELIMINARIES

The chairman called the meeting to order at 10.00 am. He thanked the members for availing themselves on time for the meeting. The meeting was opened with a word of prayer said by Loisias.

MIN: 26/NG-CDFC/MBEERENORTH /2020/21-APOLOGIES:

No apologies were registered.

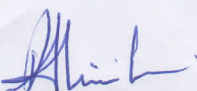
MIN: 27/NG-CDFC/MBEERENORTH /2020/21-ADOPTION OF THE AGENDA

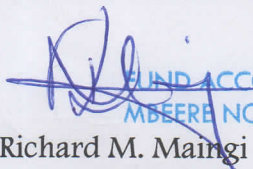
The Secretary read the agenda for the meeting and the members unanimously adopted all the agenda for discussion.


MIN: 28/NG-CDFC/MBEERENORTH /2020/21-DECLARATION OF CONFLICT OF INTEREST

No conflict of interest was declared.

Minutes endorsed by;


Richard N. Thiriku
Chairman-NGCDFC


RICHARD M. MAINGI
FAM


Loisias N. Mote
Secretary-NGCDFC

MIN: 29/NG-CDFC/MBEERENORTH /2020/21-CONFIRMATION OF THE PREVIOUS MINUTES

The secretary read the minutes of the previous 2nd meeting of 18th August, 2020. The minutes were confirmed as true copy of the day's deliberations, proposed and seconded by Nthimba and Stephen respectively.

MIN: 30/NG-CDFC/MBEERENORTH /2020/21-MATTERS ARISING

No matters arising registered.

MIN: 31/NG-CDFC/MBEERENORTH /2020/21: REPORT BY FAM

1. The constituency has been allocated Kshs. 137,088,879.31 by the NGCDF Board as funds for the financial year 2020/2021. The NGCDFC is required to draw up a budget proposal for the same, in conformity with the guidelines of circular ref no; NG-CDFB/CEO/BOARD CIRCULARS Vol II (024) of 10th August, 2020.
2. Kshs. 157,000.00, declared earlier by the NGCDFC as AIA has not been captured in the above allocation.

MIN: 32/NG-CDFC/MBEERENORTH /2020/21: BUDGET PROPOSAL 2020/2021 FUNDS & CODELIST

The FAM took members through the above circular ref no; NG-CDFB/CEO/BOARD CIRCULARS Vol II (024) of 10th August, 2020.

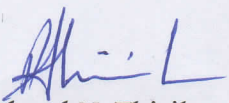
Apportioning of the above allocated funds to projects was to be done as follows;

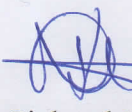
1. Emergency funds and statutory funds.
2. Bursary.
3. Uncompleted and ongoing projects.
4. New eligible projects in consideration to sectoral and regional balancing.
5. Strategic plan and views from public forums.


Members deliberated in length and came up with the following budget proposal for the financial year 2020/2021, for approval by the NGCDF Board.

Project Name	Project activity	Amount Allocated
Emergency		
Emergency	To cater for any unforeseen occurrences in the constituency during the financial year.	7,192,206.90
Administration		
Employees' Salaries	Staff salaries and gratuity	2,829,600.00
Employees NSSF	Employer contribution to NSSF	95,000.00
Employees NHIF	Payment of NHIF Deductions	70,000.00

Minutes endorsed by;

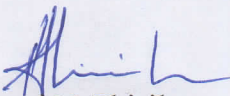

Richard N. Thiriku
Chairman-NGCDFC

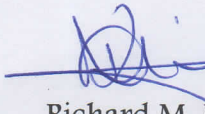

FUND ACCOUNT MANAGER
MBEERE NORTH CDF
Richard M. Maingi
FAM



Loisla N. Mote
Secretary-NGCDFC

Goods and Services	Cost of running the NG-CDFC office, reviewing of NG-CDFC service charter, advertisements, Publication & Public awareness, Office utilities, Stationery, Motor vehicle Costs, Legal Services, Web site Operation cost, Asset tagging, Risk Management, Comprehensive Insurance cover for motor vehicles, Postage expenses, travelling, Accomodation, Purchase and installation of power back up 10 kva generator Kshs. 600K, Purchase of a public address system Kshs. 400K and Purchase of five 3kva line interactive UPS me 3000 vu Kshs. 125K	3,482,732.75
Committee Expenses	NG-CDFC members sitting allowances	1,748,000.00
Monitoring		
Goods And Services	To cater for administrative and logistical expenses during capacity building	500,000.00
Committee Expenses	NGCDFC members allowances during capacity Building	1,612,666.35
NG-CDFC and PMC Capacity Building	Facilitate training of NG-CDFC Members, NG-CDFC Staff, PMCs, Line Departments and Stake holders.	2,000,000.00
Environment		
Deputy County Commissioner Office	Plant natural fence K-apple round the 300M Deputy County Commissioner office compound and costs of sustaining the same by watering	200,000.00
Itiira Secondary School	Planting 100 tree seedlings in the school compound and sustaining them through watering.	50,000.00
Kambaru Secondary School	Planting 100 tree seedlings in the school compound and sustaining them through watering.	50,000.00
Kamigua Secondary School	Planting 100 tree seedlings in the school compound and sustaining them through watering.	50,000.00
Kanyuambora Police Station	Planting 100 tree seedlings in the school compound and sustaining them through watering.	50,000.00
Kivue Primary School	Planting 100 tree seedlings in the school compound and sustaining them through watering.	50,000.00
Kune Secondary School	Planting 100 tree seedlings in the school compound and sustaining them through watering.	50,000.00
Mbaraga Secondary School	Planting 100 tree seedlings in the school compound and sustaining them through watering.	50,000.00
Mbarwari Secondary School	Planting 100 tree seedlings in the school compound and sustaining them through watering.	50,000.00
Muconoke Primary School	Planting 100 tree seedlings in the school compound and sustaining them through watering.	50,000.00
Muminji Chiefs Office	Planting 100 tree seedlings in the school compound and sustaining them through watering.	50,000.00
Mwundu Primary School	Planting 100 tree seedlings in the school compound and sustaining them through watering.	50,000.00

Minutes endorsed by;

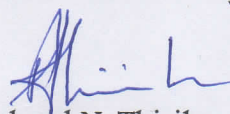

Richard N. Thiriku
Chairman-NGCDFC

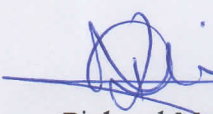

FUND ACCOUNT MANAGER
ABEERE NORTH CDF
Richard M. Maingi
FAM

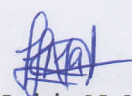

Loisia N. Mote
Secretary-NGCDFC

NG-CDFC Office	Plant natural fence K-apple round the 200M NG-CDFC office compound and costs of sustaining the same by watering	158,673.31
Riandu Police Station	Planting 100 tree seedlings in the school compound and sustaining them through watering.	50,000.00
Siakago Technical Training Institute	Planting 100 tree seedlings in the school compound and sustaining them through watering.	50,000.00
Sports		
Constituency Sports	Carry out Constituency sports tournament and the winning teams / schools to be awarded with trophy ,balls and game kits	1,875,000.00
Bursary		
Bursary Secondary Schools	Payment of bursary to needy students in secondary schools	9,000,000.00
Bursary Tertiary Institutions	Payment of bursary to needy students in tertiary Institutions	6,600,000.00
Bursary Special Institutions	Payment of bursary to needy students in special Institutions	400,000.00
Primary Schools		
Ceria Primary School	Completion of a Kitchen 7MX5M walling and roofing.. It was initially started by the parent to slab level.	600,000.00
Ciaikunguku Primary School	Renovation and facelifting of three classrooms by plastering, flooring, shutting and painting	750,000.00
Cianthia Primary School	Renovation and facelifting of three classrooms by plastering, flooring, shutting and painting	750,000.00
Gangara Primary School	Completion of a 60 bed capacity Dormitory Roofing, painting, flooring and electrical installation	750,000.00
Gatorori Primary School	Additional funds for the construction of a six roomed Administration Block; walling above lintel, plastering, flooring, fixing doors and windows, painting and electrical installation	500,000.00
Gatothia Primary School	Completion of a Classroom plastering, flooring, fixing doors and windows and painting	250,000.00
Gwakaithi Primary School	Construction of a 60 bed Low Cost Dormitory to roofing level	2,250,000.00
Itiira Primary School	Renovation and facelifting of three classrooms by plastering, flooring, shutting and painting	750,000.00
Itururi Primary School	Purchase of two acres Land for school expansion	400,000.00
Kamarindo Primary School	Completion of a Classroom plastering, flooring, fixing doors and windows and painting	250,000.00
Kamarindo Primary School	Renovation and facelifting of three classrooms by plastering, flooring, shutting and painting	750,000.00
Kambaru Primary School	Construction of a six roomed Administration Block	1,000,000.00
Kambungu Primary	Completion of a 60 bed capacity Dormitory for	2,000,000.00

Minutes endorsed by;

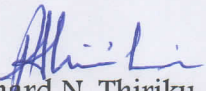

Richard N. Thiriku
Chairman-NGCDFC

 FUND ACCOUNT MANAGER
MIBEERE NORTH CDF
Richard M. Maingi
FAM

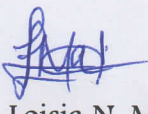

Loisla N. Mote
Secretary-NGCDFC

School	students with special needs roofing, painting, flooring and electrical installation. A normal allocation of Kshs. 1.5M plus emergency funding for Kshs. 500,000 done in 2019/2020.	
Kanthenge Primary School	Completion of a Classroom plastering, flooring, fixing doors and windows and painting	250,000.00
Karimari Primary School	Completion of a six roomed Administration Block walling, plastering, flooring, fixing doors and windows, painting and electrical installation	750,000.00
Kathutheri Primary School	NG-CDF contribution to complete the purchase of 3 and a quarter acres of School Land for expansion. The school has already paid Kshs.200,000.00	150,000.00
Kavui Primary School	Completion of a Classroom plastering, flooring, fixing doors and windows and painting	250,000.00
Kianganja Primary School	Completion of a Classroom plastering, flooring, fixing doors and windows and painting	250,000.00
Kianjogu Primary School	Completion of a Kitchen 7MX5M flooring, painting and plastering, the school was funded under emergency by Kshs. 250,000.00	200,000.00
Kianjogu Primary School	Construction of a 60 bed Low Cost Dormitory upto lintel level	2,000,000.00
Kirie Primary School	Renovation and facelifting of three classrooms by plastering, flooring, shutting and painting	750,000.00
Michegethiu Primary School	Completion of a Classroom plastering, flooring, fixing doors and windows and painting	250,000.00
Mukororia Primary School	Construction of a Kitchen 7MX5M up to lintel level	400,000.00
Mung'au Primary School	Renovation and facelifting of three classrooms by plastering, flooring, shutting and painting	750,000.00
Muteriairugu Primary School	Renovation and facelifting of three classrooms by plastering, flooring, shutting and painting	750,000.00
Muthanthara Primary School	Renovation and facelifting of three classrooms by plastering, flooring, shutting and painting	750,000.00
Ngiiri Primary School	Completion of a Classroom plastering, flooring, fixing doors and windows and painting	250,000.00
Ngoce Primary School	Completion of a seven roomed Administration Block, walling above lintel, plastering, flooring, fixing doors and windows, painting and electrical installation. The school is at the farthest corner of the constituency and cost of resources is high.	1,500,000.00
Njarange Primary School	Additional funds for construction of a 60 bed capacity Dormitory painting, flooring and electrical installation	750,000.00
Witwa Primary School	Renovation and facelifting of three classrooms by plastering, flooring, shutting and painting	750,000.00

Minutes endorsed by;



Richard N. Thiriku
Chairman-NGCDFC



Richard M. Maingi
FAM
FUND ACCOUNT MANAGER
MBEERE NORTH CDF


Loisia N. Mote
Secretary-NGCDFC


Secondary Schools		
Cianger Secondary School	Completion of a forty student capacity Laboratory civil works, gas installation, benches, flooring and soak pit.	1,000,000.00
Cianger Secondary School	Construction of a 200 student capacity Multi purpose hall to roofing level	3,000,000.00
Cianthia Secondary School	Completion of a nine roomed Administration Block walling above lintel, roofing, plastering and painting	1,000,000.00
Gangara Secondary School	Construction of a 200 student capacity Multi purpose hall to roofing level	3,000,000.00
Gikuyari Secondary School	Completion of a forty student capacity Laboratory civil works, gas installation, benches, flooring, soak pit and painting	1,000,000.00
Gitiburi Secondary School	Completion of a seven roomed Administration block currently at slab level. Walling, plastering, flooring, fixing doors and windows, painting, electrical installation	2,500,000.00
Itiira Secondary School	Purchase of a 51 seater school bus. The NG-CDFC confirms that the bus is bought one off and no 1st insurance nor asset financing involved and that the price is within the government negotiated range	6,900,000.00
Kabachi Secondary School	Completion of a forty student capacity Laboratory civil works, gas installation, benches, flooring and soak pit	1,000,000.00
Kamigua Secondary School	Construction of a Classroom to completion	750,000.00
Kamwaa Secondary School	Completion of a 60 bed Dormitory walling above lintel roofing, painting, flooring and electrical installation	1,500,000.00
Karambari Secondary School	Completion of a 200 student capacity Multipurpose hall plastering and keying, painting, flooring and electrical works	1,000,000.00
Karangare Secondary School	Construction of a seven roomed Administration block to roofing level	3,000,000.00
Kathiga Gacheru Secondary School	Construction of a 60 bed Dormitory to roofing level	3,500,000.00
Kigwambiti Secondary School	Completion of a 80 bed capacity Dormitory roofing, painting, flooring and electrical installation Kshs. 1M and construction of ablution an block, four no. door modern toilets and eight no. door bah rooms, to completion Kshs. 500,000	1,500,000.00
Kirie Secondary School	Completion of a 250 student capacity Multipurpose hall do two courses above lintel level, roofing, plastering and keying, painting, flooring and electrical works	3,700,000.00
Mbaraga Secondary	Renovation and facelifting of three classrooms by	750,000.00

Minutes endorsed by;


Richard N. Thiriku
Chairman-NGCDFC


Richard M. Maingi
FAM

FUND ACCOUNT MANAGER
MBEERE NORTH CDF


Loisia N. Mote
Secretary-NGCDFC

School	plastering, flooring, shutting and painting	
Mbarwari Secondary School	Purchase of two acres of Land for school extension	500,000.00
Ngoce Secondary School	Completion of a forty student capacity Laboratory, civil works, gas installation, benches, flooring and soak pit	1,000,000.00
Ngoce Secondary School	Purchase of a 51 seater school bus. The NG-CDFC confirms that the bus is bought one off and no 1st insurance nor asset financing involved and that the price is within the government negotiated range	6,900,000.00
Riandu Secondary School	Completion of a storied Dormitory currently at first floor slab, do first floor walling, roofing, painting, flooring and electrical installation plus ablution block	3,000,000.00
Siakago Boys Secondary School	Construction of a 17 roomed storied Administration block. From lintel level ground floor to slabbing first floor, walling first floor to lintel level.	3,000,000.00
Siakago Day Secondary School	Purchase of School Bus. Kshs. 4,500,000 approved during 2019/2020. The Kshs. 2M contribution by the school was channeled to school infrastructural development owing to effects of covid-19, hence creating the proposed balance.	2,000,000.00
Siakago Day Secondary School	Completion of storied six Classrooms flooring, plastering, painting and electrical installation	1,000,000.00
Tertiary		
Ishiara Kenya Medical Training Collage	Construction of ten roomed Administration block upto what roofing level	8,000,000.00
Ishiara Kenya Medical Training Collage	To purchase two and half acres of land for college expansion	2,000,000.00
Siakago Technical Training Institute	Construction of a Gate, erection of three gate pillars demarcating pedestrians and vehicles entry points, construction of masonry wall attached to the two extreme gate pillars 2.5MX3M and purchase a steel gate.	300,000.00
Siakago Technical Training Institute	Construction of two roomed gate house to completion.	700,000.00
Security		
Kabubua Ka Nyama Police Post	Construction of a five roomed Police Post to roofing level	4,000,000.00
Kamugu Sub-Chief Office	Construction of two door pit latrines plus a urinal to completion	300,000.00
Karambari Police Post	Completion of five roomed police post Keying, painting and glazing state the capacity	350,000.00
Kiogogo Sub-Chiefs Office	Construction of a two roomed Sub-Chiefs office to completion	600,000.00
Kirie Assistant County	Construction of a bio digester for Assistant County	500,000.00

Minutes endorsed by;



Richard N. Thiriku
Chairman-NGCDFC



FUND ACCOUNT MANAGER
MBEERE NORTH CDF

Richard M. Maingi
FAM



Loisia N. Mote
Secretary-NGCDFC

Commissioner House	Commissioner's two bedroomed house Kshs. 250,000 and Civil works Kshs. 250,000	
Riandu Police Station	Completion of Police station reinforcement of the armory and holding cells, construction of two courses above lintel level, roofing, plastering and keying, painting, flooring and electrical works	2,500,000.00
Siakago Police Divisional Headquarters	Construction of front Desk Kshs. 500,000 and landscaping levelling and grading of the sloppy grounds plus back filling with red soil to plant grass and create walk ways of the one acre compound Kshs. 1,500,000	2,000,000.00
Others		
NG-CDF Office Motorcycle	Purchase of a motor cycle YAMAHA DT175 (JAPAN) MTD-1006-041-16 TRAIL 2/4 STROKE 151-180 cc	533,313.00
NG-CDF Office Car Park	Purchase and Installation of five no. car park shades	775,000.00
NG-CDF Office Entrance	Relocation of office entrance by shifting one mabati police structure to other location, flattening and grading of sloppy 400 sq Ms area, closing of old entrance by erecting gabion 30mX2.5m, creating of new access road of length 40m and civil works including five culverts plus walling 15mX 1m.	1,866,687.00
Total Expense		137,088,879.31

MIN: 33/NG-CDFC/MBEERENORTH /2020/21: MOVE OF THE NGCDFC BANK A/C

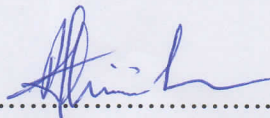
Members agreed to move the NGCDFC bank A/c, citing repeated frustrations by the host bank, Co-operative Bank of Kenya, Siakago Branch A/C no: 01120051117000, to Sidian Bank Embu Branch. Among the issues raised and efforts to address them made with co-operative bank Siakago branch are;

1. High ledger fees to PMCs, sometimes draining PMC accounts to debit balances.
2. Requirement/ demand by the bank for all NGCDF payees to open and operate a bank account with cooperative bank, as a way of timely clearance and processing of their payments.
3. Delays in effecting bank transaction instructions and orders from the NGCDFC, with some RTGs taking a week to clear and reflect on a payees' account.
4. High compulsory minimum operating balances.
5. PMC harassment on grounds of flimsy requirements before processing of their transactions.

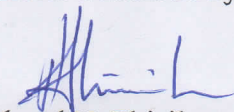
MIN: 34/NG-CDFC/MBEERENORTH /2020/21: A.O.B

Date of the next meeting will be on call. There being no other business, the meeting concluded at 5:00 P.M with closing prayers led by Lillian.


Minutes Signed by;



Minutes endorsed by;


Richard N. Thiriku
Chairman-NGCDFC

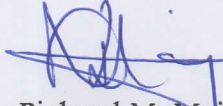

Richard M. Maingi
FAM


Loisia N. Mote
Secretary-NGCDFC

Richard Nyaga Thiriku
Chairperson NGCDF Mbeere North Constituency



Loisia N Mote
Secretary NG-CDF Mbeere North Constituency

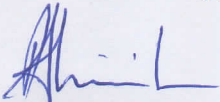


FUND ACCOUNT MANAGER
MBEERE NORTH CDF

Minutes Endorsed by:

Richard M. Maingi
Fund Account Manager

Minutes endorsed by;




Richard N. Thiriku
Chairman-NGCDFC



Richard M. Maingi
FAM

FUND ACCOUNT MANAGER
MBEERE NORTH CDF



Loisia N. Mote
Secretary-NGCDFC