

**MEMBERS PRESENT**

<b>NO.</b>	<b>NAME</b>	<b>DESIGNATION</b>
1.	PAUL KINYANJUI GITAU	NG CDF CHAIRMAN
2.	ISABELLA MWANGI	FUND ACCOUNTS MANAGER/SECRETARY
3.	JANE M. NYOKO	MEMBER
4.	BENSON KAMAU	MEMBER
5.	ESTHER MWAURA	MEMBER
6.	EVANS BORO KIGOMO	MEMBER
7.	CYNTHIA M. GATHUNGU	MEMBER
8.	JOHN NJUGUNA NJAU	MEMBER
9.	MIRIAM MUTHONI NJEHIA	MEMBER
10	MALACK M. NAMAI	MEMBER

**AGENDA**

1. OPENING PRAYERS
2. APOLOGIES
3. READING & ADOPTION OF AGENDA
4. CONFIRMATION OF MINUTES DATED 4<sup>TH</sup> SEPTEMBER 2019
5. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 4<sup>TH</sup>/09/2019
6. PROJECT PROPOSAL F/Y 2019/2020
7. UNCOLLECTED BURSARY CHEQUES
8. REQUESTS
9. A.O.B
10. CLOSING PRAYERS

**OPENING REMARKS**

The meeting was called to order at 7.52 a.m. with a word of prayer from Esther Mwaura. Thereafter Chairman welcomed all members to the meeting.

**MIN 01:11/10/20 READING AND ADOPTION OF THE AGENDA**

The agenda was proposed by John Njuguna Njau and seconded by Esther K. Mwaura.

**MIN 02: 11/10/21 CONFIRMATION OF MINUTES DATED 4<sup>TH</sup> SEPTEMBER 2019**

The minutes were read out and were confirmed by Benson Kamau and seconded by Evanson Boro respectively.

**MIN 03: 4/10/22MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 04THSEPTEMBER 2019**

**Ex Min: 38/10/5/2019: RE-ALLOCATION**

Fund Accounts Manager reported that the appeal by the committee for the re-allocation was approved by the Board and the letter authorizing the re allocation should be dispatched to the constituency any time. Members approved for the funds to be released to the relevant projects and works to commence immediately once the approval letter is received.

**Ex-Min: 39/10/5/2019: ENVIRONMENT VOTE**

Members agreed to organize planting of seedlings urgently since the rains have started.

**ACK Gikuni Secondary School:** The Clerk of Works assessed the school and gave his estimates for 3 lorries of quarry dust .The quarry dust was delivered at the normal market rates and was spread out , the parade ground is now properly done. The area representative was tasked to follow up on the written update from the school complete with photos of work done.

**Kiawanugu Police Post:**The DCC reported that he is following up with the posting of the security officers.

**EX-MIN 05: 7/7/19- TRANSCONSTITUENCY VISIT:**

Members congratulated the FAM for the good organization, good choice of hotel and proper logistics.

The trip was very good and the visits to the constituencies were very educative. Malindi as a town had a good and quiet atmosphere, very cool, clean beaches and the weather was favorable.

**EX-MIN 06: 7/7/19-GRADUATION OF THE SHORT COURSES TRAINEES:**

As previously agreed to plan for the graduation ceremony for the short courses trainees, the dates will be communicated once set. A feedback from motorbike riders has been received that, they are learning new things e.g.riding safely along the bypasses.

**MIN 05: 7/7/23- PROJECT PROPOSAL:**

It was reported that the public barazas took place as planned on various dates as follows:

- Uthiru ward- June 30, 2019
- Muguga ward- July 7, 2019
- For Kabete, Nyathuna and Gitaru were held on the same day on 6<sup>th</sup> October 2019.

FAM took members through the proposals that were given by the public during the public Barazas.She also gave them the total funding per constituency as given in the allocation table **ie sh137,377,724.14** . After a lengthy deliberation, members resolved that the ongoing projects will be given top priority in order to complete them before considering the funding of any new projects. Finally members resolved that the project proposal for FY 2019/2020 be as follows.

<b>Project Name</b>	<b>Project activity</b>	<b>Amount Allocated</b>
6% Administration	Payment of : <ul style="list-style-type: none"><li>• Staff salaries &amp; gratuity- shs. <b>3,200,000.00</b></li></ul>	8,242,663.40

	<ul style="list-style-type: none"> <li>• NHIF –shs. <b>52,200.00</b></li> <li>• NSSF- shs. <b>125,280.00</b></li> <li>• Office expenses-<b>1,800,226.40</b></li> <li>• Committee expenses shs. <b>3,064,957.00</b></li> </ul>	
3% Monitoring and Evaluation	<p>Undertake monitoring and evaluation :</p> <ul style="list-style-type: none"> <li>• Capacity Building- shs. <b>2,800,000.00</b></li> <li>• Committee expenses-shs. <b>1,321,331.70</b></li> </ul>	4,121,331.70
25% Bursary	<p>Payment of bursary to needy students in :</p> <ul style="list-style-type: none"> <li>• Secondary Schools-shs. <b>18,084,213.00</b></li> <li>• Tertiary Institution-shs. <b>14,000,000.00</b></li> <li>• Special Schools-shs. <b>2,260,218.00</b></li> </ul>	34,344,431.00
Social Security Program	Provision and payments of NHIF to the poor older persons.	2,000,000.00
Emergency	To cater for any unforeseen occurrences in the constituency during the financial year.	7,198,241.30
Sports Activities	Carry out constituency sports tournaments and the winning teams be awarded with trophies and games kits	2,200,000.00
Environmental Activities	<p>Plant of flowers (shs. <b>50,000.00</b>) tree seedlings (shs. <b>50,000.00</b>) fixing of gutters (shs. <b>100,000.00</b>) purchase of a 5000 litre water tank( shs. <b>50,000.00</b>) at:</p> <ul style="list-style-type: none"> <li>• Ndongoro Primary School –shs. 250,000.00</li> <li>• St. Mary’s Kaimba Primary School–shs. 250,000.00</li> <li>• Mahia-ini Primary School–shs. 250,000.00</li> <li>• Rukubi Primary School –shs. 250,000.00</li> </ul>	1,000,000.00

Gathiga Primary School	Painting the 16 classrooms that have been refurbished (internal & external) and finishing up on the pathways	870,000.00
Kahuho Primary School	Painting and tiling the 18 classrooms that have been refurbished(internal & external)	1,500,000.00
Kamuguga Primary School	Painting and tiling the 18 classrooms that have been refurbished(internal & external)	1,300,000.00
Kanjeru primary school	Painting and tiling of 24 classrooms that have been refurbished(internal & external)	1,400,000.00
Karura Ka Nyungu primary school	Painting the 20 classrooms that have been refurbished(internal & external)	700,000.00
Kibichiku primary School	Painting and tiling the 18 classrooms that have been refurbished(internal & external)	1,200,000.00
Kibiku Primary School	Painting and tiling of the 19 classrooms that have been refurbished(internal & external)	1,400,000.00
Kingeero primary School	Painting the 17 classrooms that have been refurbished(internal & external)	800,000.00
Kirangari Primary School	Painting the 28 classrooms that have been refurbished(internal & external)	800,000.00
Ndurarua Primary School	Painting the 18 classrooms that have been refurbished(internal & external)	800,000.00
Ngure Primary School!	Painting the 13 classrooms that have been refurbished(internal & external)	900,000.00
nyathuna Primary School	Refurbishment of 22 classrooms (Tiling & painting ) and making pathways	1,500,000.00
Gataara Primary School	Completion of the 3 offices and 2 classrooms- administration block (plastering ,internal finishes and painting )	1,000,000.00
Muguga Model Primary School	Completion of 9 classrooms 2storeyed block ie. Roofing, internal & external finishes and painting	3,000,000.00
Kanyariri Primary School	Refurbishment of 16 classrooms i.e plastering internal & external , fixing ceiling and making pathways)	2,000,000.00

Ndongoro Primary School	Refurbishment of 16 classrooms i.e plastering internal & external and fixing ceiling and making pathways	2,000,000.00
St Mary's Kaimba Primary School	Refurbishment of 8 classrooms i.e plastering internal & external, fixing ceiling, tiling and making pathways	2,000,000.00
Kanyariri Secondary School	Completion of the 300 students capacity dining hall ie. internal finishes & painting	1,000,000.00
Kabete High School	Completion of the 450 students capacity dormitory i.e.- plastering of 2nd floor & Painting the whole block	1,000,000.00
Uthiru Day Secondary School	Completion of Construction of 10 classrooms and 2 offices block under construction ie. Roofing, internal & external finishes	4,000,000.00
CK Gikuni Secondary School	Start the construction of a 500 students capacity dining hall- ie. Laying foundation, walling & roofing	3,000,000.00
Rungiri Secondary School	Construction of 2 classrooms- ie. Laying foundation, walling, roofing, plastering, and painting	2,000,000.00
Kibiku Secondary School	Construction of 3 classrooms- ie. Laying foundation, walling, roofing, plastering and painting	3,000,000.00
Kirangari High School	Construction of a 100 students capacity dormitory on an existing storeyed block - ie. walling, roofing, plastering and painting	2,000,000.00
Kibichiku Secondary School	Construction of 2 classrooms on an existing storeyed block ie. walling, roofing, plastering and painting	2,000,000.00
Kanjeru Girls High School	Purchase of a 33 seater bus	5,000,000.00
Nyathuna Secondary School	Purchase of a 33 seater bus	5,000,000.00
Cura Secondary School	Purchase of a 33 seater bus	5,000,000.00
Kibichiku Secondary School	Purchase of a 33 seater bus	5,000,000.00
St. Kevins Secondary School	Purchase of a 33 seater bus	5,000,000.00
Deputy County Commissioner's residence	Construction of a 2 bedroomed DCC's residence -i.e. foundation, walling and roofing	2,000,000.00
Security Lights Projects	<b>Installation of security lights along the following roads:</b>	
	Uthiru Gichagi road- Installation of security lights a distance of 500m on 11	800,000.00

poles with 1 control pillar	
Karura Ka Nyungu shopping centre to Mbari ya Mega road- Installation of security lights a distance of 700 M on 14 poles with 1 control pillar	900,000.00
Mbari ya Njau road – Installation of security lights a distance of 700 M on 14 poles with 1 control pillar	900,000.00
Maina road –Installation of security lights a distance of 550M on 11 poles with 1 control pillar	750,000.00
Gathang’i road-Installation of security lights a distance of 500 m on 10 poles with 1 control pillar	700,000.00
Kabete Mararo road-Installation of security lights a distance of 500m on 7 poles with 1 control pillar	700,000.00
Gathiga ACK road-Installation of security lights a distance of 450M on 9 poles with 1 control pillar	600,000.00
Mlango soko road –Installation of security lights a distance of 450M on 9 poles with 1 control pillar	500,000.00
Ngubi valley crest road-Installation of security lights a distance of 700M on 14 poles with 1 control pillar	980,000.00
Gathunguri Cura road a distance of 600m on 12 poles with 1 control pillar	840,000.00
Mutego road – Installation of security lights a distance of 600M on 12 poles with 1 control pillar	880,000.00
Gitaru quarry road-Installation of security lights a distance of 700M on 14 poles with 1 control pillar	980,000.00
Karecheni PCEA road-Installation of security lights a distance of 500m on 5 poles with 1 control pillar	571,056.70
<b>GRAND TOTAL</b>	<b>137,377,724.10</b>

**MIN 05: 7/7/23- UNCOLLECTED BURSARY CHEQUES:**

FAM presented a list of uncollected bursary cheques which are now stale. Members approved the re-allocation of the bursary cheques to the Kabete Fliers and other needy students who had appealed to the office as summarized in the list. **Annex 1: 2019-2020.**

**MIN 05: 7/7/23REQUESTS**

The FAM presented the requests received in the office to the members as follows:

Teachers Service Commissioner- Sub-County Director requested for office furniture: Members tasked FAM to write back and inform them that the NG-CDF cannot fund other Government offices.

**St. Mary's Kaimba Primary School:** The headtacher requested for a construction of 3 extra classrooms. FAM to write to the school and confirm allocation in the current financial year to their school

**Kanyariri Primary School:**The school requested for construction of pupils toilet. The area representative was tasked to advise them to make a claim to the contractor who is working on the road works.

**Kanjeru Primary School.** The school requested for construction of an ablution block. The FAM reported that the Honorable MP is following up the provision of ablution blocks to several schools by the Kenya Pipeline Corporation.Kanjeru primary school is among the intended beneficiaries.

**Kingeero Primary School:** The headteacher requested for electrical wiring in the school. FAM was tasked to request the CWO to follow up on the necessary repair.


**A.O.B**


Committee agreed to hold a meeting with Kabete Fliers together with their parents on November 5, 2019 possibly after the next NG-CDFC meeting. FAM to communicate this to the Kabete flier's parents when they come to pick up their school fees cheques for third term. The Pre-planning meeting by the subcommittee to be held on 15<sup>th</sup>/10/2019.

Members also resolved to consider buying science kits for all primary schools in the next Financial Year project proposals

The meeting was closed at 10.37 am with a word of prayer by Jane Nyoko.

Minutes signed by:

Secretary..........Date.....11/10/2019

Chairman..........Date.....11/10/2019