**MINUTES OF TINDERET NG- CDFC MEETINGHELD ON 10TH SEPETEMBER 2020 AT MARABA NG- CDF OFFICE AT 11.00 A.M**

**MEMBERS PRESENT:**

1. JAMES CHUMBA CHAIRMAN
2. SIMION BIWOT SECRETARY
3. MICHAEL ODIT FAM
4. JENNIFER KOTUT MEMBER
5. IRINE MUTAI MEMBER
6. IRENE LANGAT MEMBER
7. EDWIN RONO MEMBER
8. NANCY CHERUIYOT MEMBER
9. SOLOMON NYANGO MEMBER

**AGENDA**

1. PRLIMINARY
2. READING OF PREVIOUS MINUTES
3. MATTERS ARISING
4. PROJECT PROPOSAL FOR FINANCIAL YEAR 2020/2021
5. RECRUITMENT OF CLERKS OF WORKS AND RECORDS OFFICER
6. APPROVAL OF CRATUITY AND OTHER PAYMENTS

**MIN 1/9/2020. PRAYER:**

The meeting was opened with a word of prayer from Irine Mutai and the chair welcomed all members to the meeting.

**MIN 2/10/9/2020 READING OF PREVIOUS MINUTES**

Previous minutes of 6th August 2020 was read through by Secretary, it was adopted by Solomon Nyango and seconded by Nancy Cheruiyot as true minutes of what was discussed.

**MIN 3/10/9/2020 MATTERS ARISING**

A member asked about repair of washrooms and FAM informed members that quotation was received and payment need to be approved.

# MIN 4/10/9/2020 PROJECT PROPOSAL FOR FINANCIAL YEAR 2020/2021

The Fund Account Manager informed the meeting that the allocation table for the financial year 2020/2021 was out and that the constituency had an allocation of Ksh. **137,088,879.31**. He further indicated that the proposal writing should be guided by the strategic plan and the public participation forum ward report.

After thorough deliberations, members approved the following projects to be considered for funding:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **TINDERET NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND** | | | | | |
| **PROJECT PROPORSAL 2020/2021 FINANCIAL YEAR** | | | | | |
|  | | | | | |
|  | | | | | |
| **Project Name** | **Original Cost** | **C.A** | **Project Activity** | **Amount Allocated** | **Current Status** |
| Employees’ Salaries | 2,206,964.23 |  | Payment of staff salaries and gratuity | 2,206,964.23 | New |
| Goods and Services | 2,298,063.45 |  | Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea. | 2,298,063.45 | New |
| Office Equipment | 1,000,000.00 |  | Purchase of two tables at kshs.200,000, two chairs at Kshs.200,000,purchase motor cycle (125 cc) at Kshs.300,000 and 3 laptop computers at Kshs.300,000 | 1,000,000.00 | New |
| NSSF | 72,000.00 |  | Payment of NSSF Deductions | 72,000.00 | New |
| NHIF | 72,000.00 |  | Payment of NHIF Deductions | 72,000.00 | New |
| Committee Expenses | 1,400,000.00 |  | Payment of Committee sitting allowances, transport, conferences | 1,400,000.00 | New |
| Committee Expenses | 2,369,748.00 |  | Payment of Committee sitting allowances, transport, conferences | 2,369,748.00 | New |
| CDFC/PMC Capacity Building | 1,021,031.72 |  | Undertake Training of the PMCs/CDFCs on CDF Related issues | 1,021,031.72 | New |
| **Emergency** | 7,192,206.90 |  | To cater for any unforeseen occurrences in the constituency during the financial year | 7,192,206.90 | New |
| **Sports** | 2,742,197.59 |  | Carry out Constituency Sports and winning teams to be awarded trophies and sports uniforms and balls | 2,742,197.59 | New |
| Bursary Secondary Schools | 11,512,469.83 |  | Payment of bursary to needy student | 11,512,469.83 | New |
| Bursary Tertiary Schools | 22,260,000.00 |  | Payment of bursary to needy student | 22,260,000.00 | New |
| Revision Books | 500,000.00 |  | Purchase of revision Books | 500,000.00 | New |
| **Environment** |  |  |  |  |  |
| Kapsoen Primary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| Koibeiyo Primary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| St Peters Kaplamaiyiro Primary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| Kamelil Day Secondary | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| St John Secondary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| AIC Sitet Secondary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| Meteitei Primary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| Kapinderem Primary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| St. Mike Kamelilo Secondary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| St. Petes Secondary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| Sarwat Secondary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| Chelambut Primary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| Kosabei Primary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| Kapkulumben Primary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| Kapsigilai girls School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| St. perters chemamul Primary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| Savani Primary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| Chepkoiyo Primary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| Kiptegat Secondary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| St. Mathews Primary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| AIC Senetwo Primary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| Simotwet Primary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| Taunet Secondary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| Kabutie Secondary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| Kipngelel Primary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| Kamelilo Primary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| AIC Taunet Primary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| Seiyot Primary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| SDA Labuywo Primary School | 20,000.00 |  | Purchase of 3000 Litres Water Tank | 20,000.00 | New |
| Kitoroch Primary School | 500,000.00 |  | Spring Protection (Ksh.350,000 ) and Piping (Ksh.150,000) | 500,000.00 | New |
| Chemelil Secondary School | 1,662,197.59 |  | Drilling and Equipping of a borehole | 1,662,197.59 | New |
| **Primary School Projects** |  |  |  |  |  |
| Kapteldon Primary School | 1,400,000.00 |  | construction of 2 classrooms to completion | 1,400,000.00 | New |
| Kapkelumben Primary School | 700,000.00 |  | Construction of 1 classroom to completion | 700,000.00 | New |
| kaptebenywo Primary School | 700,000.00 |  | construction of 1 classroom to completion | 700,000.00 | New |
| Sigoria primary school | 700,000.00 |  | construction of 1 classroom to completion | 700,000.00 | New |
| Samutet Primary School | 700,000.00 |  | construction of 1 classroom to completion | 700,000.00 | New |
| Lelgotek Primary School | 700,000.00 |  | construction of 1 classroom to completion | 700,000.00 | New |
| Kitoroch Primary School | 700,000.00 |  | construction of 1 classroom to completion | 700,000.00 | New |
| Subukie Primary School | 700,000.00 | 500,000.00 | completion of 1 classroom (Fixing of Windows and Doors, Plastering and painting) | 200,000.00 | ongoing |
| Chema Primary School | 600,000.00 |  | construction of 1 classroom to completion | 600,000.00 | New |
| Kamenjeywa Primary School | 1,400,000.00 |  | construction of 2 classrooms to completion | 1,400,000.00 | New |
| Kolelach Primary School | 700,000.00 |  | construction of 1 classroom to completion | 700,000.00 | New |
| Uson Primary School | 700,000.00 |  | construction of 1 classroom to completion | 700,000.00 | New |
| Seiyot Primary School | 700,000.00 |  | construction of 1 classroom to completion | 700,000.00 | New |
| Setek Kibukwo Primary | 700,000.00 |  | construction of 1 classroom to completion | 700,000.00 | New |
| Kibukwo Primary School | 700,000.00 |  | construction of 1 classrooms to completion | 700,000.00 | New |
| St. Victoria Primary School | 700,000.00 |  | construction of 1 classrooms to completion | 700,000.00 | New |
| Soysitet Primary | 2,500,000.00 | 1,500,000.00 | Completion of 50 students capacity dormitory (Fixing of Windows and doors, plastering and painting) | 1,000,000.00 | ongoing |
| AIC Senetwo Primary School | 2,100,000.00 |  | Construction of 3 classrooms to completion | 2,100,000.00 | new |
| Kalyet Primary School | 800,000.00 |  | completion of 8 classrooms initiated by parents (Plastering and Painting) | 800,000.00 | New |
| Kimwani Primary School | 1,000,000.00 |  | Renovation of 4 classrooms to completion (Roofing, flooring and painting) | 1,000,000.00 | new |
| Pugon Primary School | 600,000.00 |  | Construction of 1 classroom to completion | 600,000.00 | new |
| St. Peters Chemamul Primary School | 1,200,000.00 |  | Construction of 2 classrooms to completion | 1,200,000.00 | new |
| St. Pauls Kibisem Primary School | 1,200,000.00 |  | Construction of 2 classrooms to completion | 1,200,000.00 | new |
| Koimoi Primary School | 1,400,000.00 |  | Construction of 2 classrooms to completion | 1,400,000.00 | new |
| Setek Gaa Primary School | 700,000.00 |  | construction 1 classroom to completion | 700,000.00 | new |
| Tulwomoi Primary School | 1,800,000.00 | 500,000 | Completion of one classroom (Painting) at Kshs.100,000 and construction of 2 new classrooms to completion at Kshs.600,000 | 1,300,000.00 | Ongoing/New |
| Sarwat Primary School | 700,000.00 |  | construction 1 classroom to completion | 700,000.00 | new |
| Chepkoiyo Primary School | 900,000.00 |  | Purchase of land (1.3 acres) | 900,000.00 | new |
| Kapsimotwo Primary School | 1,000,000.00 |  | Renovation of 6 Classrooms to completion (Roofing, Plastering, Windows and Painting) | 1,000,000.00 | new |
| Morobi Primary School | 700,000.00 |  | Construction of 1 classroom to completion | 700,000.00 | new |
| Chepkitile Primary School | 700,000.00 |  | Construction of 1 classrooms to completion | 700,000.00 | new |
| Kapsoito Primary School | 700,000.00 |  | Construction of 1 classrooms to completion | 700,000.00 | New |
| Kibwareng Primary School | 700,000.00 |  | Construction of 1 classroom to completion | 700,000.00 | New |
| Uswet Primary School | 700,000.00 |  | Construction of 1 classroom to completion | 700,000.00 | New |
| **SECONDARY SCHOOL PROJECTS** |  |  |  |  |  |
| Taunet Secondary School | 6,800,000.00 |  | Purchase of 51-Seater School bus  (One off and excludes insurance and recurrent cost) | 6,800,000.00 | New |
| Fr.Boyle Secondary School Kabolebo | 6,800,000.00 |  | Purchase of 51-Seater School bus  (One off and excludes insurance and recurrent cost) | 6,800,000.00 | New |
| Mombwo Girls Secondary School | 700,000.00 |  | Construction of 1 classroom to completion | 700,000.00 | New |
| St.Andrews Secondary School | 700,000.00 | 400,000.00 | completion of 1 classroom (Ceiling, window panes and Painting) | 300,000.00 | ongoing |
| Chemutia Secondary School | 2,300,000.00 | 1,700,000.00 | Completion of 40 student capacity science laboratory (Erecting work Tops) | 600,000.00 | ongoing |
| Kamelil Day Secondary School | 1,500,000.00 |  | Construction of a 40 student capacity Science Lab to completion | 1,500,000.00 | New |
| St. John Secondary School | 700,000.00 |  | Construction of 1 classroom to completion | 700,000.00 | New |
| Siret Secondary School | 6,800,000.00 |  | Purchase of 51-Seater Capacity School Bus (One off purchase and excludes recurrent costs) | 6,800,000.00 | New |
| Chemelil Secondary School | 15,000,000.00 | **4,950,000.00** | Additional funds for construction of a one storey building comprising of 8 classrooms, onetwin laboratory of 40 students capacity and administration block comprising of principal’s office, reception and account’s office to completion | 10,000,000.00 | ongoing |
| **TERTIARY INSTITUTIONS** |  |  | Additional funds for Construction of Administration Block of 6 offices-principal, deputy principal, finance, secretary and heads of departments offices 4 lecture halls and ablution Block |  |  |
| Tinderet Technical Teachers Trainers College | 36,000,000.00 | 22,500,000.00 | Additional funds for Construction of Administration Block of 6 offices-principal, deputy principal, finance, secretary and heads of departments offices 4 lecture halls and ablution Block to completion | 13,500,000.00 | ongoing |
| **SECURITY** |  |  |  |  |  |
| Kamelilo Chief Office | 1,400,000.00 | 1,200,000.00 | Completion of 5 Roomed office (Plastering and Painting) | 200,000.00 | ongoing |
| Kabutie Chief office | 1,400,000.00 |  | Construction of 5 roomed office to completion | 1,400,000.00 | New |
| Tinderet Law Courts | 1,000,000.00 |  | Renovation of 4 roomed office to a courtroom completion (Plastering, interior design and painting) | 1,000,000.00 | New |
| **TOTAL** |  |  |  | **137,088,879.31** |  |

# MIN 5/10/9/2020 RECRUITMENT OF CLERKS OF WORK AND RECORDS OFFICER

Members discussed on employment of above stated employees. Members agreed and the following subcommittee were nominated to work on procedures of employment.

1. Biwott Simion
2. Nancy Cheruiyot
3. Jeniffer Kotut

**MIN 6/10/9/2020 APPROVAL OF PAYMENTS AND GRATUITY OF EMPLOYEES**

Members agreed that the two employees be paid their gratuity:

1. Naomy Chepkosgei kshs 289,729
2. Simion Tanui Kshs 235,190

Members also discuss on other various payment and approve for the said payments as follows;

* Vehicle repair Kshs 320,000
* Driver allowance reimbursement Kshs 11,700
* FAM Night out Kshs 22,400
* Washrooms repair Kshs 95,800

**MIN 07-14/4/2020: AOB**

Having no other business, the meeting ended at 1200 hours with a word of prayer from Nancy Cheruiyot.

CONFIRMED BY:

1……………………………………..

JAMES CHUMBA CHAIRMAN DATE: ……………………………………

2………………………………………

SIMION BIWOT SECRETARY DATE: ……………………………………