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| CDF logo 4 MsWord**NG-CDF BELGUT** | **National Government Constituencies Development Fund** **Belgut Constituency****P.O Box 1 - 20205****Sosiot** **Email***:* *cdfbelgut@ngcdf.go.ke.* | **Website:***www.ngcdf.go.ke* |

**MINUTES OF NG-CDFC MEETING OF BELGUT HELD ON 30TH OCT 2019 AT BELGUT NG-CDF BOARDROOM**

**MEMBERS PRESENT**

1. Judith Cheruiyot Deputy County Commissioner
2. Sharon Kapto Fund Account Manager
3. Henry Kipsang Ngeno CDFC Chairman
4. Lilian Chemutai Maritim CDFC Secretary
5. Tecler Chepkemoi CDFC Member
6. Evans Kurgat CDFC Member
7. Emily Sawe CDFC Member
8. Charles Kiprono Kerich CDFC Member
9. Geoffrey Maiywa CDFC Member
10. Dennis Bett CDFC Member

**Preliminaries.**

The meeting was called to order by the NG-CDFC Chairman at 10.00 am with a word of prayer from Tecler Chepkemoi.The chairman welcomed all the members present and asked the FAM to brief them on the following agenda:

**Agenda;**

1. Confirmation of the previous minutes.
2. Matters arising.
3. Project Proposal FY 19/20.
4. Payments.
5. A.O.B

**MIN6/10/2019** **CONFIRMATION OF THE PREVIOUS MINUTES.**

The NG-CDFC chairman welcomed the secretary to read through minutes of the previous meeting. The minutes were proposed by Emily Sawe and seconded by Mr. Geoffrey Maiywa and the entire committee confirmed to be true.

**MIN7/10/2019** **MATTERS ARISING.**

The FAM reported to the members that she has paid all the service providers i.e Rocky Driving School and Litein Beauty School having completed and submitted required documents to the office. She further told the committee that the schools are awaiting for graduation dates.

Belgut TTI managed through the campaign of admitting partially sponsored students to admit over 100 students, 75 of which will be sponsored partially by Belgut NGCDFC through bursary. The FAM was to ask the principal for the list so it can be tabled in the subsequent meeting.

Public participation went on successfully in the five wards. The constituents turned up in numbers to contribute to development matters. From the analysis of the members it turned out that most of the projects that had been proposed during the previous public participation. All the on going projects was captured as a priority. It came to the attention of the members that people have not known the difference between functions that belongs to the National Government and those that were devolved, since they were presenting projects that belong to the county government despite the FAM having guided them on the functions of NG-CDF functions. The report on development projects was prepared for the purpose of preparation and submission of project proposal FY 2019/2020

**MIN8/10/2019 PROJECT PROPOSAL FY 19/20**

The FAM tabled a circular from the board date 24th Sept 2019 on preparation and online submission of constituency project proposal for FY 2019/2020. The FAM read through the requirements as stated on the circular and the budget allocation of KSh. 137,367,724.14. She mentioned on key requirements such as adhering to Strategic Plan, adhering to the statutory ceiling, giving priority to on going projects and adhering to the ward report. The members deliberated on going projects and public participation report and agreed on the following projects;

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| --- | --- | --- | --- |
| **PROJECT NAME** | **PROJECT ACTIVITY** |  **AMOUNT ALLOCATED**  | **CURRENT STATUS** |
| **ADMINISTRATION & RECURRENT** |  |  |  |
| Employees salaries  | Payment of staff salaries, gratuity, NHIF and NSSF |  2,800,000.00  | New |
| Goods and services  | Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea |  3,000,000.00  | New |
| Committee expenses | Payment of committee sitting allowances, transport, conferences |  1,982,063.45  | New |
|   |   |  **7,782,063.45**  |   |
| **MONITORING AND EVALUATION** |   |   |   |
| Committee Expenses | Payment of Committee sitting allowances, transport, conferences |  2,100,000.00  | New |
| Capacity Building | Undertake training of the pmcs/cdfcs on cdf related issues and benchmarking |  1,600,000.00  | New |
| Goods and services  | Purchase of fuel, repairs and maintenance, printing, stationery, airtime, travel and subsistence,  |  321,031.72  | New |
|   |   |  **4,021,031.72**  |   |
| **EMERGENCY** |   |   |   |
| Emergency | To cater for any unforeseen occurrences in the constituency during the financial year  |  7,198,241.38  | New |
|   |   |  **7,198,241.38**  |   |
| **BURSARY** |   |   |   |
| NHIF Cover | Payment of NHIF contributions for 200 persons  | 1,200,000.00 | New |
| Bursary Secondary Schools/Day School | Payment of bursary to needy student |  23,000,000.00  | New |
| Bursary Tertiary Schools | Payment of bursary to needy students in various colleges and universities  |  10,150,387.59  | New |
|  |  |  |  |
|   |   |  **34,350,387.59**  |   |
| **SPORTS** |   |   |   |
| Constituency sports tournaments | To carry out sports tournament, support constituency clubs and purchase of sports equipment and kits for various clubs |  850,000.00  | New |
| Chemamul A Primary School | completion of levelling of playing ground i.e grading and back filling and planting of kikuyu grass |  700,000.00  | On going |
|   |   |  **1,550,000.00**  |   |
| **ENVIROMENT** |   |  |   |
| Kapleymeiwet Primary School | Purchase of 10,000 Litres water tank Ksh 100,000Carry out drainage, Installation of water gutters, construction of tank base and piping of water to the latrines KSh 200,000 |  300,000.00  | New |
|   |   |  **300,000.00**  |   |
|  **NG CDF OFFICE**  |   |  |   |
| NG CDFC Office  | Purchase of 1 executive table, Ksh.30,000 1 coffee table, Ksh. 20,000 10 seater leather sofa set Ksh. 160,000 and 1 '64' inch TV Ksh.75,000 |  285,000.00  | New |
| NG CDFC Office  | Office Renovation i.e reroofing of the roof, plumbing works, roof repairs and ceiling board & painting Ksh, 320,000 Construction of walk way to the notice board Ksh. 80,000 |  400,000.00  | New |
|   |   |  **685,000.00**  |   |
| **PRIMARY SCHOOLS** |   |   |   |
| Kapmaso Primary School |  Completion of 100 students capacity library i.e window panes, electricity, painting, and shelves  |  400,000.00  | On going |
| Ainapkoi primary School | Renovation to completion of 7 classrooms i.e roof painting, wall painting, replacement of window panes, refurbishment of floors, fixing broken windows and doors |  700,000.00  | New |
| Barmei Primary School | Renovations to completion of 8 i.e roof painting, wall painting, replacement of window panes, refurbishment of floors, fixing broken windows and doors, refilling floor pot holes |  800,000.00  | New |
| Borborwet Primary School | Renovation to completion of 5 classrooms i.e Reroofing, inside wall painting, replacement of window panes, refurbishment of floors, fixing broken windows and doors, refilling floor pot holes |  650,000.00  | New |
| Revision books project |  Purchase of revision books to 5 schools in Chaik ward @ Ksh 100,000 per school for the following schools; Masobet Primary School, Jamji Primary School, Kerenga Primary School  |  500,000.00  | On going |
| Chebaraa Primary School | Completion to use of 3 classrooms Ksh 600,000 i.e plastering, painting, fixing doors and windows, painting and floor finishes and Construction of 1 classroom Ksh. 900,000 |  1,500,000.00  | New/On going |
| Chemoset Primary School |  Purchase of 0.5 acres of land  |  800,000.00  | New |
| Chepkoin Primary School | Completion to use of 100 students capacity library i.e plastering, ceiling board, floor finishes, windows and doors and painting Ksh. 700,000 and purchase of a photocopier Ksh 130,000 |  830,000.00  | On going |
| Chepkosilen Primary School | completion to use of 60 students capacity library i.e Electricity installation, ceiling board, painting, shelves |  300,000.00  | On- going |
| Chepkutbei Primary School | Final payment of 0.5 acre land purchase |  500,000.00  | On going |
| Chepkutung Primary school |  Renovations to completion of 8 classroom i.e roof painting, wall painting, replacement of window panes, refurbishment of floors, fixing broken windows and doors  |  700,000.00  | New |
| Chepnagai Primary School | Fencing (barbed wire) of school compound Ksh 100,000 and Construction to completion of 3 door pit latrine Ksh.200,000 |  300,000.00  | New |
| Cheptororiet Primary School |  Construction of 3 office and 1 staffroom Administration block to roofing  |  1,000,000.00  | New |
| Cheribo Primary School |  Construction of 3 office and 1 staffroom Administration block to roofing |  900,000.00  | New |
| Kabungungwo Primary School | Completion to use of 300 capacity multipurpose hall i.e electrification, painting, floor finishes and fixing doors |  400,000.00  | On going |
| Kakiptui Primary School | Completion of 4 office and 1 staffroom story administration block to roofing i.e walling of the 1st floor, roofing , fixing doors and windows |  1,100,000.00  | On going |
| Kapchebet A Primary School | Renovations to completion of 7 classrooms i.e roof painting, wall painting, replacement of window panes, refurbishment of floors, fixing broken windows and doors, refilling floor pot holes |  600,000.00  | New |
| Kapchebet B Primary School | Construction to completion of 1 classroom  |  900,000.00  | New |
| Kapcheluch Primary School | Renovations to completion of 7 classrooms i.e roof painting, wall painting, replacement of window panes, refurbishment of floors, fixing broken windows and doors, refilling floor pot holes |  700,000.00  | New |
| Kapkitony Primary School | Renovation to completion of 8 classrooms i.e refilling floors, roof and wall painting, replacing broken window panes and doors, plastering walls and walk ways |  650,000.00  | New |
| Kapleymeiwet Primary School | Final payment of 0.5 acre land purchase |  400,000.00  | On going |
| Kaplutiet Primary School |  Renovation to completion of 7 classrooms i.e roof painting, wall painting, replacement of window panes, refurbishment of floors, fixing broken windows and doors  |  800,000.00  | New |
| Kapnandet Primary School | Completion to use of 1 classroom i.e plastering, electrification, painting, ceiling board, & floor finishes |  300,000.00  | On going |
| Kapsisiywo Primary School | Completion to use of 3 classrooms that were built by parents in 2011 i.e slab, fixing doors and windows, plastering, painting, fissure board fixing, installing glasses  |  800,000.00  | On going |
| Kapsuser Primary School |  Renovation to completion of 5 classrooms i.e roof painting, plastering wall painting, replacement of window panes, refurbishment of floors, fixing broken windows and doors  |  600,000.00  | New |
| Kaptebeswet Primary School | Renovation to completion of 6 classrooms i.e roof painting, wall painting, replacement of window panes, refurbishment of floors, fixing broken windows and doors |  800,000.00  | New |
| Kaptoboiti Primary School |  Renovation to completion of 8 classrooms i.e roof painting, plastering wall painting, replacement of window panes, refurbishment of floors, fixing broken windows and doors  |  800,000.00  | New |
| Kesagetiet Primary School | Final payment of 1acre land purchase (previously funded in FY 18/19) Ksh 1,250,000 Construction of 4 office & 1 staffroom administration tuition story block with 8 classroom to suspended slab Ksh 9,000,000 |  10,250,000.00  | New |
| Kibingei primary School | Renovations to completion of 5 classrooms i.e Reroofing, inside wall painting, replacement of window panes, refurbishment of floors, fixing broken windows and doors, refilling floor pot holes |  500,000.00  | New |
| Kiboet Primary School |  Construction of 3 office and 1 staffroom Administration block to roofing  |  900,000.00  | New |
| Kiplalmat Primary School | Final payment of 1 acre land Ksh. 300,000 and Construction to completion of 1 classroom Ksh 900,000 |  1,200,000.00  | New |
| Kipsolu Primary School  | Renovation to completion of 7 classrooms i.e roof painting, wall painting, replacement of window panes, refurbishment of floors, fixing broken windows and doors |  700,000.00  | New |
| Kiptaldal Primary School |  Renovation to completion of 8 classrooms i.e roof painting, wall painting, replacement of window panes, refurbishment of floors, fixing broken windows and doors  |  800,000.00  | On going |
| Kiptome Primary School |  Renovation to completion of 6 classrooms Ksh. 500,000 i.e roof painting, wall painting, replacement of window panes, refurbishment of floors, fixing broken windows and doors, refilling floor pot holes and constructions of 5 door pit latrine 300,000  |  800,000.00  | New |
| Koiwalelach Primary School | Completion to use of 70 students capacity library i.e plastering, ceiling board, floor finishes, windows and doors and painting |  700,000.00  | On going |
| Mobego Primary School |  Construction to completion of 1 classroom  |  900,000.00  | New |
| Ngariet Primary School |  Completion to use of administration block i.e floor finishes painting, fixing doors and windows, electricity,  |  800,000.00  | On going |
| Nyabangi Primary School |  Renovation to completion of 7 classrooms i.e roof painting, wall painting, replacement of window panes, refurbishment of floors, fixing broken windows and doors, refilling floor pot holes  |  700,000.00  | New |
| Samiytuk Primary School |  Completion to use of 3office & 1staffroom administration block i.e floor finishes painting, fixing doors and windows, electricity,  |  800,000.00  | On going |
| St. Mark Chepngetuny Primary School |  Completion of 3office & 1staffroom administration block i.e floor finishes painting, fixing doors and windows, electricity,  |  800,000.00  | On- going |
| Teldet Primary School |  Completion to use of 4 classrooms i.e floor finishes, electricity, painting, fixing window panes and ceiling board  |  800,000.00  | New |
| Turguito Primary  |  Construction to completion of 6 door girls pit latrine and 3 door teachers pit latrine |  600,000.00  | New |
|   |    |  **39,980,000.00**  |   |
| **Secondary Schools** |   |   |   |
| Getumbe Secondary School | completion of library i.e construction of 1st floor slab, walling, roofing, plastering ground floor |  1,500,000.00  | On- going |
| Ainapkoi Secondary School |  Construction of 50 students’ capacity science Laboratory to plaster & roofing  |  1,200,000.00  | New |
| Belgut Starehe Girls Centre |  Purchase of 50 chairs & lockers and 30 beds Ksh. 430,000, Construction to completion of 1 classroom Ksh 900,000 , Completion to use of 3bedroom staff quarters Ksh. 300,000 i.e painting works, electrification, septic tank and soak pit  |  1,630,000.00  | On- going |
| Belgut Taptugen Starehe boys centre | completion of 3 classrooms i.e casting of ground floor slab, walling, roofing, plastering  |  1,700,000.00  | On- going |
| Belgut TTI |  100% Completion of fencing i.e 80m perimeter wall along the edge and concrete post chain link and barbed wire on the entire 5 acres Landscaping i.e cutting and back filling, planting of kikuyu grass, stone pitching and kerbs  |  2,771,000.00  | On- going |
| Borborwet Secondary School | Completion of 60 students capacity laboratory constructed by parents association i.e work tops, fume chambers, gas system, drainage and plumbing and floor  |  800,000.00  | On- going |
| Chebungungon Secondary School |  Construction of 50 students’ capacity science Laboratory to plaster & roofing  |  1,200,000.00  | New |
| Chepkoton girls secondary school |  Construction of 900 students capacity Multi purpose hall to walling level |  1,400,000.00  | New |
| Cheptenye Boys High School |  Completion to use 200 students capacity dormitory i.e roofing ,plastering , painting, floor finishes and fixing doors and windows  |  2,400,000.00  | On- going |
| Cheronget Secondary School |  Completion to use of 2 classrooms Ksh 500,000 i.e floor finishes, painting, fixing doors and windows , fencing ( barbed wire and droppers) Ksh 100,000 Construction of 6 door pit latrines Ksh. 400,000  |  1,000,000.00  | On- going |
| Kabianga Girls Secondary School |  Completion to suspended slab of 350 students capacity dormitory i.e walling and casting of 1st floor slab  |  1,400,000.00  | On- going |
| Kaborok Girls secondary School |  Completion to use of 160 students capacity dormitory i.e roofing ,plastering , painting, floor finishes and fixing doors and windows  |  2,500,000.00  | On- going |
| Kamass Secondary School |  Construction to completion of 1 Classroom Ksh. 900,000 and final payment of 1 acre of land purchase Ksh. 300,000 (initially funded in FY 15/16 after a change of activity from construction of classrooms to purchase of 1 acre of land) |  1,200,000.00  | On- going |
| Kapchebet Girls Secondary School |  Completion to use of 35 students capacity laboratory Ksh. 300,000 i.e painting, floor finishes and plumbing works and Construction to completion of 1 classroom Ksh 900,000  |  1,200,000.00  | New/On- going |
| Kapkitony Day Secondary School |  Part payment of 0.5acres land purchase  |  800,000.00  | New |
| Kaplutiet Secondary School |  purchase of 0.5 acres of land  |  1,200,000.00  | New |
| Kapmaso Secondary School |  Construction of 160 students capacity dormitory  |  1,000,000.00  | New |
| Kapsoiyo Secondary School |  Construction to completion of 8 door pit latrines Ksh. 500,000 and Construction of 5office & 1staffroom administration block Ksh. 1,000,000 to lintel level |  1,500,000.00  | New |
| Keben Secondary School |  Completion to use of 800 capacity multipurpose hall i.e roofing, plastering, floor finishes, painting  |  2,300,000.00  | On- going |
| Kibingei Girls Secondary School | Completion to use of 60 students capacity science laboratory Ksh. 200,000 i.e painting, floor finishes and plumbing works, and Construction of 160 students capacity dormitory Ksh 1,450,000 |  1,650,000.00  | On-going/New |
| Kipsolu Secondary School |  Renovations to completion of 600 capacity multipurpose hall and 2classrooms i.e roof and wall painting, re filling floor potholes, replacing broken window panes  |  700,000.00  | New |
| Kiptome Secondary School |  Construction to completion of 1 classroom KSh.900,000 and Completion of laboratory KSh. 250,000 i.e painting, floor finishes, and worktops  |  1,150,000.00  | On-going/New |
| Koiwalelach Girls Secondary School |  Completion to use of 160 students capacity dormitory i.e roofing ,plastering , painting, floor finishes and fixing doors and windows  |  2,000,000.00  | On- going |
| Nyabangi Secondary School |  Completion to use of 5office & 1staffroom administration block i.e walling, roofing, plastering, and wiring and additional works on Tiling  |  1,800,000.00  | On- going |
| Seretut Secondary School |  Completion to use of150 students capacity library Ksh.300,000 i.e putting up shelves, painting and floor finishes and Construction to completion of 1 classroom Ksh. 900,000 |  1,200,000.00  | On- going/New |
| Sosiot Girls Secondary School | Completion to use of 200 students capacity dormitory i.e roofing ,plastering , painting, floor finishes and fixing doors and windows  |  2,000,000.00  | On- going |
| Teldet Secondary School |  Completion to use of 3office & 1staffroom administration block i.e plastering, floor finishes, painting and fixing window panes  |  700,000.00  | On- going |
|   |   |  **39,901,000.00**  |   |
| **SECURITY** |   |   |   |
| Seretut Location Chiefs Office | Completion to use of 3room chiefs office i.e plastering, electricity, painting and floor finishes |  200,000.00  | On-going |
| Kaborok Location Chiefs Office | Construction to roofing of 3room Chiefs office  |  700,000.00  | New |
| Kipkoiyan Location Chiefs Office | Construction to roofing of 3room Chiefs office |  700,000.00  | New |
|   |   |  **1,600,000.00**  |   |

The FAM was told to prepare the schedules required and submit it to the board for approval

**MIN9/10/2019 PAYMENTS**

The FAM reported to committee that there were some of the payments to be made to various contractors who had completed their works or rather have done work that needed to be paid. These are; Gilbron Holdings Ltd are requesting for Ksh. 200,000 for construction of 8 door pit latrine at Belgut TTI. Johel Building & Construction be paid Ksh. 198,600 for completion of renovations of police cell,

**A.O.B**

The CDFCS also agreed to pay 3 CDFCs Ksh. 5,000 per person per month for their airtime allowance for the month of September and October 2019.

**ADJOURNMENT**

There being no other business the meeting came to an end at 04.30 PM by a word of prayer from Mrs. Emily Sawe

**Secretary;…………………………….Sign…………………………Date…………………….**

**Confirmed by;**

**NG-CDFC Chairman; ……………..……………Sign………………….Date………….**

**Fund Account Manager;……………………………..Sign…………………………Date………………………**