

**MINUTES OF FULL NG-CDFC MALAVA CONSTITUENCY MEETING HELD ON 24<sup>TH</sup> SEPTEMBER 2020  
IN THE NG-CDF BOARDROOM**

**MEMBERS PRESENT**

- |                   |   |                               |
|-------------------|---|-------------------------------|
| 1. Festus Mmasi   | - | Chairman                      |
| 2. Everline Simwa | - | Secretary                     |
| 3. Moses Wasike   | - | Member                        |
| 4. Hellen Mambuya | - | Member                        |
| 5. Philip Anaswa  | - | Member                        |
| 6. Ruth Muchuma   | - | Member                        |
| 7. Hudson Lumbasi | - | Member                        |
| 8. Henry Anaswa   | - | Member                        |
| 9. James Kobia    | - | Assistant County Commissioner |
| 10. Collins Obuya | - | Fund Account Manager          |

**AGENDA**

1. Preliminaries
2. Reading of Previous Minutes
3. Matters Arising from Previous Minutes
4. NG-CDFC Projects Proposal for Financial Year 2020/2021
5. Re-allocation of Kshs. 17,000,000 from Bursary to Projects
6. Any Other Business

**MIN 17/NG-CDFC MLV/24/09/2020: PRELIMINARIES**

The Chairman brought the meeting to order at 9.00am with an opening prayer from Mr. Philip Anaswa. Chairman then welcomed members to the meeting, thanked them for turning up and asked them to contribute to the meeting.

**MIN18 /NG-CDFC MLV/24/09/2020: READING OF PREVIOUS MINUTES**

The Secretary took members through the minutes of the previous meeting. The minutes were proposed and seconded by Mr. Hudson Lumbasi and Mrs. Hellen Mambuya respectively, as a true reflection of what transpired in the previous meeting.

**MIN 19/NG-CDFC MLV/24/09/2020: MATTERS ARISING FROM PREVIOUS MINUTES**

Mr. Moses Kenyatta sought to know the status of Mukangu Primary School project and Matende Primary school's pit latrines. It was confirmed that both projects were completed.

Kuvasali Police Post and Bunuku Primary School land Title Deeds processing was still ongoing.

**MIN 20/NG-CDFC MLV/24/09/2020: NG-CDFC PROJECTS PROPOSAL FOR FINANCIAL YEAR 2020/2021**

The Chairman reported that consideration should be given for starting schools in Shamberere Sub-location which has no primary school and new schools in Chesero Location and Kakunga Sub-location.

Land has been identified for starting the new proposed schools. Bunuku Primary school is also new and should be considered as well as Misimo Primary school.

The NG-CDFC discussed and resolved to allocate Funds for Financial Year 2020/2021 to Projects as follows;

S/NO	PROJECT NAME	PROJECT ACTIVITY	AMOUNT(Kshs)	STATUS
	<b>ADMINISTRATION &amp; RECURRENT</b>	.		
1	Employees Salaries	Payment of staff salaries Ksh. 2,400,000 and gratuity Ksh. 780,000	3,180,000.00	Ongoing
2	NSSF	Payment of NSSF employer contributions	254,880.00	Ongoing
3	Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, airtime, travel and subsistence.	2,200,452.76	Ongoing
4	NG-CDF/PMC Capacity Building	Undertake training of the PMCs/NG-CDFCs on NG-CDF related issues	500,000.00	Ongoing
5	Committee Expenses	Payment of Committee sitting allowances, transport, conferences	2,090,000.00	Ongoing
	<b>MONITORING &amp; EVALUATION</b>	.		
6	Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, airtime, travel and subsistence.	1,502,666.38	Ongoing
7	Committee Expenses	Payment of Committee sitting allowances, transport, conferences	2,110,000.00	Ongoing

8	NG-CDF/PMC Capacity Building	Undertake training of the PMCs/NG-CDFCs on NG-CDF related issues	500,000.00	Ongoing
	<b>EMERGENCY FUND</b>			
9	Emergency Fund	To cater for unforeseen occurrences in the Constituency during the financial year.	7,192,206.90	Ongoing
	<b>SPORTS</b>			
10	Sports Activities	Purchase of 6 Soccer balls Ksh. 24,000, 4 sets Branded Soccer uniforms Ksh.100,000, 2 sets of 11 pairs Leather Boots Ksh.76,000, to Lugusi Secondary School	200,000.00	New
	<b>ENVIRONMENT</b>			
11	Environment Conservation	Construction of 4 Door pit latrine to completion at Shamoni Primary School	200,000.00	New
	<b>BURSARY</b>			
12	Bursary Secondary Schools	Payment of bursary to needy students	18,002,158.27	Ongoing
13	Bursary Tertiary Institutions- Colleges and Universities	Payment of bursary to needy students	13,000,000.00	Ongoing
14	Bursary Special Needs	Payment of bursary to needy students	4,000,000.00	Ongoing
	<b>PRIMARY SCHOOLS</b>			
15	Bisunu Primary School	Ongoing Construction of 7 Office Room Administration Block to completion –Verandah and Ramp	400,000.00	Ongoing
16	Bulupi Primary School	Ongoing Construction of 7 Office Room Administration Block to completion -Fascia Board and Painting	200,000.00	Ongoing
17	Chegulo Primary School	Ongoing Construction of 7 Office Room Administration Block to completion -Fascia Board and Painting	200,000.00	Ongoing

18	Kakoyi Primary School	Ongoing Construction of 7 Office Room Administration Block to completion -Fascia Board and Painting	200,000.00	Ongoing
19	Lukala Primary School	Ongoing Renovation of 4 Classrooms to completion- Verandah, Pavement Slab, Fascia Board and Electrical fittings	500,000.00	Ongoing
20	Lukova Primary School	Ongoing Construction of 9 Office Room Administration Block to completion -Blundering and Ceiling Board	550,000.00	Ongoing
21	Lunyu Primary School	Ongoing Construction of 2 classrooms to completion -Fascia Boards and Electrical fittings	250,000.00	Ongoing
22	Lurale Primary School	Ongoing Renovation of 4 Classrooms to completion- Verandah, Pavement Slab, Fascia Board and Electrical fittings	500,000.00	Ongoing
23	Malava Primary School	Ongoing construction of 250 pupil capacity Multipurpose Hall to completion-Flastering, Electrical fittings and Painting	2,899,315.00	Ongoing
24	Malichi Primary School	Ongoing Renovation of 2 Classrooms to completion- Verandah, Pavement Slab, Fascia Board and Electrical fittings	400,000.00	Ongoing
25	Mukavakava Primary School	Ongoing Construction of 2 classrooms to completion -Fascia Boards and Electrical fittings	400,000.00	Ongoing
26	Mukhuyu Primary School	Ongoing Renovation of 2 Classrooms- Verandah, Electrical fittings	200,000.00	Ongoing
27	Mukongolo Primary School	Ongoing Construction of 7 Office Room Administration Block to completion -Fascia Board and Painting	200,000.00	Ongoing
28	Musidi Primary School	Ongoing Renovation of 2 Classrooms to completion- Fascia Board,	100,000.00	Ongoing

		Electrical fittings		
29	Namatala Primary School	Ongoing Renovation of 4 Classrooms to completion- Verandah, Pavement Slab, Fascia Board and Electrical fittings	500,000.00	Ongoing
30	Namushiya Primary School	Ongoing Renovation of 4 Classrooms to completion- Verandah, Pavement Slab, Fascia Board and Electrical fittings	500,000.00	Ongoing
31	Shanda Primary School	Ongoing Renovation of 5 Classrooms to completion- Verandah, Pavement Slab, Fascia Board and Electrical fittings	750,000.00	Ongoing
32	Tumbeni Primary School	Ongoing Renovation of 4 Classrooms to completion- Verandah, Pavement Slab, Fascia Board and Electrical fittings	500,000.00	Ongoing
33	Bwanga Primary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window glazing and Painting	900,000.00	New
34	Cheptuli Primary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window glazing and Painting	900,000.00	New
35	Chombeli Primary School	Renovation of 5 Classrooms to completion- Demolition of wall plate, Ring beam, Roofing, Plastering, Windows and Door Fixing, Painting	1,800,000.00	New
36	Fuvale Primary School	Renovation of 2 Classrooms to completion- Demolition of wall plate, Ring beam, Roofing, Plastering,	600,000.00	New

		Windows and Door Fixing		
37	Ikoli Primary School	Construction of 3 Classrooms to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window glazing and Painting	2,700,000.00	New
38	Isanjiro Primary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window glazing and Painting	900,000.00	New
39	Kokoyo Primary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window glazing and Painting	900,000.00	New
40	Lukhokho Primary School	Purchase of 2 acres of land Ksh.1,500,000 and Land Title Deed processing Ksh.100,000 costed as follows: 2 searches Ksh.1,700; 2 LCB Ksh.2,000; Mutation Ksh.3,000; Compliance and physical planning Ksh.10,000; Registration Ksh.3,000; Registration for green card Ksh.1,100; Map Ksh.300; Surveyor's fee Ksh.18,000; Valuation Ksh.24,000; Advocates Ksh.2,000; Stamp Duty Ksh.14,000; Subsistence Ksh.15,000; Transport Ksh.5,900	1,600,000.00	New

41	Lutali Primary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window glazing and Painting	900,000.00	New
42	Mahira Primary School	Renovation of 3 Classrooms to completion- Demolition of wall plate, Ring beam, Roofing, Plastering, Windows and Door Fixing, Painting	1,200,000.00	New
43	Mahusi Primary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window glazing and Painting	900,000.00	New
44	Makhwabuye Primary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window glazing and Painting	900,000.00	New
45	Mang'uliro Primary School	Construction of 7 Office Room administration Block to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Murram Slab, Ring beam, walling, Roofing, Plastering, Windows and Door fixing	4,000,000.00	New
46	Masungutsa Primary School	Purchase of 2 acres of land Ksh.1,500,000 and Land Title Deed processing Ksh.100,000 costed as follows: 2 searches Ksh.1,700; 2 LCB Ksh.2,000; Mutation Ksh.3,000; Compliance and physical planning Ksh.10,000; Registration Ksh.3,000; Registration for green card Ksh.1,100; Map Ksh.300; Surveyor's	1,600,000.00	New

		fee Ksh.18,000; Valuation Ksh.24,000; Advocates Ksh.2,000; Stamp Duty Ksh.14,000; Subsistence Ksh.15,000; Transport Ksh.5,900		
47	Mukhungula Primary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window glazing and Painting	900,000.00	New
48	Mukoko Primary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window glazing and Painting	900,000.00	New
49	Munanga Primary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window glazing and Painting	900,000.00	New
50	Muriola Primary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window glazing and Painting	900,000.00	New
51	Mutoto Primary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window	900,000.00	New



		glazing and Painting		
52	Mutsuma Primary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window glazing and Painting	900,000.00	New
53	Samitsi Primary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window glazing and Painting	900,000.00	New
54	Shilongo Primary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window glazing and Painting	900,000.00	New
55	Shirulo Primary School	Purchase of 1 acre of land Ksh.700,000 and Land Title Deed processing Ksh.100,000 costed as follows: 2 searches Ksh.1,700; 2 LCB Ksh.2,000; Mutation Ksh.3,000; Compliance and physical planning Ksh.10,000; Registration Ksh.3,000; Registration for green card Ksh.1,100; Map Ksh.300; Survevor's fee Ksh.18,000; Valuation Ksh.24,000; Advocates Ksh.2,000; Stamp Duty Ksh.14,000; Subsistence Ksh.15,000; Transport Ksh.5,900	800,000.00	New

56	Shivanga Primary School	Renovation of 2 Classrooms- Demolition of wall plate, Ring beam, Roofing, Plastering, Windows and Door Fixing	600,000.00	New
57	Shivikhwa Primary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window glazing and Painting	1,150,000.00	New
58	Silungai Primary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window glazing and Painting	900,000.00	New
59	St. Martin Primary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window glazing and Painting	900,000.00	New
60	Teresia Primary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window glazing and Painting	900,000.00	New
61	Wavoka Primary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window	900,000.00	New

		glazing and Painting		
	<b>SECONDARY SCHOOLS</b>	.		
62	Lwanda K Secondary School	Ongoing Construction of 200 Bed Capacity Dormitory to completion- Fascia Boards	100,000.00	Ongoing
63	Malava Boys Secondary School	Ongoing Construction of 200 Bed capacity Dormitory- Pavement slab, painting and electrical cabling	500,000.00	Ongoing
64	Matete Secondary School	Ongoing construction of 90 student capacity Twin Laboratory-Plastering, Windows and door fixing, Glazing, Electrical fittings,	4,700,000.00	Ongoing
65	Matioli Secondary School	Ongoing construction of 90 student capacity Twin Laboratory-Plastering, Windows and door fixing, Glazing, Electrical fittings,	4,700,000.00	Ongoing
66	Mugai Secondary School	Ongoing Construction of 200 Bed capacity Dormitory to completion- Pavement Slab, Electrical wiring and Painting	700,000.00	Ongoing
67	Bukhakunga Secondary School	Purchase of 46 seater Isuzu model School Bus. It is a one off payment and does not include insurance cover	7,000,000.00	New
68	Bulupi Secondary School	Purchase of 46 seater Isuzu model School Bus. It is a one off payment and does not include insurance cover	7,000,000.00	New
69	Chevosso Secondary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing,	900,000.00	New

		Plastering, Pavement Slab, Window glazing and Painting		
70	Kakoyi Secondary School	Purchase of 46 seater Isuzu model School Bus. It is a one off payment and does not include insurance cover	7,000,000.00	New
71	Kimangeti Girls Secondary School	Purchase of 2 acres of land Ksh.1,500,000 and Land Title Deed processing Ksh.100,000 costed as follows: 2 searches Ksh.1,700; 2 LCB Ksh.2,000; Mutation Ksh.3,000; Compliance and physical planning Ksh.10,000; Registration Ksh.3,000; Registration for green card Ksh.1,100; Map Ksh.300; Surveyor's fee Ksh.18,000; Valuation Ksh.24,000; Advocates Ksh.2,000; Stamp Duty Ksh.14,000; Subsistence Ksh.15,000; Transport Ksh.5,900	1,600,000.00	New
72	Lukala Secondary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window glazing and Painting	900,000.00	New
73	Mahira Secondary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window glazing and Painting	900,000.00	New
74	Matsakha Secondary School	Ongoing Construction of 200 Bed capacity Dormitory started by Parents Association (PA) to completion- Plastering, Windows and Door Fixing, Painting, Window glazing and Electrical fittings	1,400,000.00	New

75	Shivanga Secondary School	Construction of 1 Classroom to completion- Site clearance, Excavation, Strip foundation, Foundation walling, Hardcore, Slab, Ring beam, Walling, Roofing, Windows and Door Fixing, Plastering, Pavement Slab, Window glazing and Painting	900,000.00	New
	<b>SECURITY PROJECTS</b>			
76	Kuvasali Police Post	Ongoing construction of Office Block to completion- Ceiling Board Ksh.157,200 Variation Ksh.550,000 - Heavy duty still doors, Heavy duty still windows, Heavy duty grills	707,200.00	Ongoing
77	Shivanga Chief's Office	Ongoing construction of 4 Room Office Block to completion – Plastering, Pavement slab, Window glazing and Painting Ksh.600,000 and Construction of 2 Door Pit latrines to completion Ksh.150,000	750,000.00	Ongoing
		<b>TOTAL</b>	<b>137,088,879.31</b>	

**MIN 22/NG-CDFC MLV/24/09/2020: ANY OTHER BUSINESS**

Consideration of Assistant County Commissioners' and Chiefs' offices for the following:

1. North Kabras Assistant County Commissioner's Office
2. West Kabras Assistant County Commissioner's residential house
3. Shirugu Location Chief's Office
4. Mahira Location Chief's Office in South Kabras land available for construction
5. Kamuchisu Primary school – pit latrines urgently required
6. Pit latrines at the Deputy County Commissioner's Office

**ADJOURNMENT**

The meeting ended at 12.05pm with a closing prayer from Mrs. Ruth Muchuma


Chairman: Mr. Festus Mmasi

Signature..........Date 24/09/2020

Secretary: Mrs. Everline Simwa

Signature..........Date 24/09/2020

Fund Account Manager: Mr. Collins Obuya

Signature..........Date 24/09/2020