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|  **NG-CDF BOARD** | National Government Constituencies Development Fund BoardLurambi ConstituencyP. O. Box 2680 – 50100KAKAMEGA, KENYATel: 0726269213Email:cdflurambi@ngcdf.go.ke/cdflurambi@gmail.com/info@ngcdf.go.keWebsite: www.ngcdf.go.ke |

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**MINUTES OF THE LURAMBI NGCDFC HELD ON 26TH NOVEMBER, 2018 IN THE NGCDF OFFICE**

**MEMBERS PRESENT**

1. Mr. Fabian Shilako Chairman
2. Mrs. Jesca Maina Secretary
3. Mr. Owen Musoma Member
4. Imam Ibrahim Sadala Member
5. Mr. John A. Aswani Member
6. Mr. Gerald Shimoli Member
7. Mrs. Neddy Murunga Member
8. Mrs. Agnes Barasa Member
9. Ms. Evelyne Ariwo ACC

 10. Mr. Peter O. Ochokolo Fund Account Manager

**AGENDA**

1. Preliminaries
2. Reading and confirmation of the previous minutes
3. Matters arising
4. Proposed Budget for 2018/2019 financial year
5. Funding of projects/payment of bursary balance for 2017/18 financial year
6. Any other business

**NGCDFC LUR/MIN. 10/11/2018: PRELIMINARIES**

The meeting was called to order with a word of prayer from Mrs. Jesca Maina at 10.45 a.m. The chairman welcomed members to the meeting and thanked them for attending. He apologized for short notice of the meeting. He asked the members for self introduction because it was the first time the ACC was attending the meeting.

**NGCDFC LUR/MIN. 11/11/2018: READING AND CONFIRMATION OF THE PREVIOUS MINUTES**

The minutes of the previous meeting were read by the secretary which were proposed by Mr. John A. Aswani and seconded by Mr. Gerald Shimoli as a true record of the previous meeting.

**NGCDFC LUR/MIN. 12/11/2018: MATTERS ARISING**

The Fund Account Manager reported that he travelled to the NGCDF Board office and received the AIE for the approved projects for 2017/18 financial year.

He also stated that on the issue of appointment letter of nominated member, it was awaiting the Chief Executive’s signature.

**NGCDFC LUR/MIN. 13/11/2018: PROPOSED BUDGET FOR 2018/2019 FINANCIAL YEAR**

The Fund Account Manager tabled a report of the ongoing projects across the constituency and new proposals through public participation from the six wards to be considered for approval by the NGCDF Board. He further advised that the ongoing projects be given first priority. On the new projects;

1. Nabongo Primary School had been given notice for closure of the school due to lack of pit latrines which had sunk. The committee resolved that it should be considered under environment activities for construction of modern toilets to ease and conserve the environment.
2. Eshilibo Primary School, Eshiamboko Primary School and Emusala Primary School, classrooms had been blown off by heavy rains early during the year.
3. Shivakala Primary School administration block was destructed by fire
4. Emmachembe Primary School, Emukangu Primary School and Eshiandukusi Primary School are upcoming schools, highly populated and are still operating under muddy structures.
5. Ibinzo Girls Secondary School and Ebwambwa Secondary School needed buses to enable the students participate in school activities due to the factor of free secondary school where the funds received cannot cater for the same.
6. Sichirayi Assistant Chief’s Office was operating under muddy structure which was blown down by heavy rains during the year and now the assistant chief has no place to operate from.
7. Insecurity at Ematsayi Market makes residents not to operate beyond 7.00 p.m. but the light will enable them to operate past 7.00p.m. which makes the economy to grow. The committee resolved that all the above projects cannot be funded under emergency because as a constituency emergencies are experienced more during the year.

The members discussed on the proposed projects and agreed to allocate funds to the following projects for 2018/2019 financial year as follows;

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| **Project Name** | **Activity**  | **Project Number** | **Amount allocated** | **Status** |
| Employee’s Salaries | Payment of staff salaries and gratuity | 4-037-202-2110000-100-2018/19-001 | 3,594,452.50 | Ongoing |
| Committee Expenses | Payment of Committee sitting allowances, transport, conferences | 4-037-202-2210802-100-2018/19-002 | 1,248,000.00 | Ongoing |
| Goods and Services | Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea and bank charges etc.  | 4-037-202-2210000-100-2018/19-003 | 1,200,000.00 | Ongoing |
| NSSF | Payment of NSSF Deductions | 4-037-202-2120101-100-2017/18-004 | 400,000.00 | Ongoing |
| NHIF | Payment of NHIF Deductions | 4-037-202-2120201-100-2018/19-005 | 100,000.00 | Ongoing |
| Committee Expenses | Payment of Committee sitting allowances, transport, conferences | 4-037-202-2210802-111-2018/19-001 | 1,200,000.00 | Ongoing |
| Capacity Building | Undertake Training of the PMCs/NGCDFCs on NGCDF Related issues | 4-037-202-2210700-111-2018/19-002 | 1,500,000.00 | Ongoing |
| Goods and Services | Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence, e.t.c | 4-037-202-2210000-111-2018/19-003 | 571,226.30 | Ongoing |
| Bursary Secondary Schools | Payment of bursary to needy students | 4-037-202-2640101-103-2018/19-001 | 16,099,972.00 | Ongoing |
| Bursary Tertiary Schools | Payment of bursary to needy students | 4-037-202-2640102-103-2018/19-002 | 12,000,228.00 | Ongoing |
| Bursary Special Schools | Payment of bursary to needy students | 4-037-202-2640105-103-2018/19-004 | 877,368.27 | Ongoing |
| Emergency | To cater for any unforeseen occurrences in the constituency during the financial year | 4-037-202-2640200-101-2018/19-001 | 5,738,993.45 | Ongoing |
| Constituency Sports Activities | To carry out Constituency Sports tournaments and the winning teams to be awarded with trophies, balls and games kits. | 4-037-202-2640509-112-2018/19-001 | 1,680,817.50 | Ongoing |
| Nabongo Primary School | Construction of 10 door modern toilets @ Kshs. 1,025,817.50, Purchase of 10,000 litres water tank for harvesting water @ Kshs. 75,000 and hand wash cylinders @ Kshs. 80,000 | 4-037-202-2640510-110-2018/19-001 | 1,180,817.50 | Ongoing |
| Lurambi NGCDF Storey Office | Roofing, external walling, fixing windows and doors for ground floor | 4-037-202-3110202-108-2018/19-001 | 7,000,000.00 | Ongoing |
| Emusala Primary school | Construction of new storey 8 classrooms - substructure | 4-037-202-2630204-104-2018/19-001 | 3,500,000.00 | New |
| Mahiakalo Primary School | Construction of new storey 8 classrooms – Casting of 1st floor and roofing | 4-037-202-2630204-104-2018/19-002 | 2,500,000.00 | ongoing |
| St. Lawrence Ichina Primary School | Casting of slab of 1st floor of Administration block and 2 classrooms | 4-037-202-2630204-104-2018/19-003 | 1,500,000.00  | Ongoing |
| Hirumbi Primary School  | Completion of storey classrooms – painting of ground floor and 2nd floor – flooring and walling | 4-037-202-2630204-104-2018/19-004 | 890,000.00  | Ongoing |
| Eshibembe Primary School | Completion of 2 classroom – plastering, window pens and painting | 4-037-202-2630204-104-2018/19-005 | 600,000.00 | Ongoing |
| Ebuhayi Primary School | Completion of 2 classroom – plastering, window pens and painting  | 4-037-202-2630204-104-2018/19-006 | 600,000.00 | Ongoing |
| Ebuchinga Primary School | Construction of new storey 8 classrooms – Casting of 1st floor and roofing | 4-037-202-2630204-104-2018/19-007 | 3,500,000.00 | Ongoing |
| Mwiyenga Primary School | Completion of 2 classrooms – fixing of doors and windows and painting | 4-037-202-2630204-104-2018/19-008 |  600,000.00  | Ongoing |
| Lurambi Primary School | Completion of the storey 3 classrooms – walling of 1st floor slab | 4-037-202-2630204-104-2017/18-009 | 2,000,000.00 | Ongoing |
| Kakamega Primary School | Completion of 2 storey building – 3rd and 4th floor flooring, and electrical works of the storey building | 4-037-202-2630204-104-2018/19-010 | 1,500,000.00 | Ongoing |
| Daisy Special School | Completion of dining hall – completion of Roofing and plastering | 4-037-202-2630204-104-2018/19-011 | 1,000,000.00 | Ongoing |
| Lyanungu Primary School | Completion of 2 classrooms – ceiling and painting | 4-037-202-2630204-104-2018/19-012 | 400,000.00 | Ongoing |
| Shiyunzu Primary School | Construction of Modern 10 door pit latrines | 4-037-202-2630204-104-2018/19-013 | 500,000.00 | Ongoing |
| Indangalasia Primary School | Construction of 3 classrooms – substructure, walling and roofing | 4-037-202-2630204-104-2018/19-014 | 2,000,000.00 | Ongoing |
| Eshirumba Primary School | Completion of 2 classrooms – walling, roofing of one classroom, plastering, fixing windows and doors of 2 classrooms | 4-037-202-2630204-104-2018/19-015 | 750,000.00 | Ongoing |
| Kakamega school for the Deaf | Construction of 1st floor columns, ring beam, walling and roofing of 2 storey classrooms | 4-037-202-2630204-104-2018/19-016 | 1,000,000.00 | Ongoing |
| Eshiandukusi Primary School | Construction of new storey 8 classrooms - substructure | 4-037-202-2630204-104-2018/19-017 | 3,200,000.00 | New |
| Ebwambwa Primary School | Roofing of the administration block | 4-037-202-2630204-104-2018/19-019 | 500,000.00 | Ongoing |
| Bukhulunya Primary School | Walling and roofing of three classrooms | 4-037-202-2630204-104-2018/19-020 | 1,000,000.00 | Ongoing |
| Musaa Primary School | Renovation of 19 classrooms – roofing, plastering  | 4-037-202-2630204-104-2018/19-021 | 1,000,000.00 | Ongoing |
| Eshilibo Primary School | Construction of 3 classrooms – substructure, walling, roofing | 4-037-202-2630204-104-2018/19-022 | 1,500,000.00 | New |
| Eshiamboko Primary School | Construction of 3 classrooms – substructure, walling, roofing | 4-037-202-2630204-104-2018/19-023 | 1,000,000.00 | New |
| Shivakala Primary School | Construction of Administration Block – substructure, walling and roofing | 4-037-202-2630204-104-2018/19-024 | 1,000,000.00 | New |
| Emurumba Primary School | Construction of 3 classrooms – substructure, walling, roofing | 4-037-202-2630204-104-2018/19-025 | 1,000,000.00 | New |
| Emmachembe Primary School | Construction of 3 classrooms – substructure, walling, roofing | 4-037-202-2630204-104-2018/19-026 | 1,000,000.00 | New |
| Emukangu Primary School | Construction of 3 classrooms – substructure, walling, roofing | 4-037-202-2630204-104-2018/19-027 | 1,000,000.00 | New |
| Mwiyala Secondary School | Completion of twin laboratory – gas piping, working tops and painting | 4-037-202-2630205-104-2018/19-001 |  500,000.00 | Ongoing |
| Matende Girls Secondary School | Completion of 4 units staff houses – roofing | 4-037-202-2630205-104-2018/19-002 | 600,000.00  | Ongoing |
| Rosterman Secondary School | Completion of twin laboratory – Roofing | 4-037-202-2630205-104-2018/19-003 |  809,000.00  | Ongoing |
| Shieywe Secondary School | Completion of 2 classrooms – Flooring, plastering, wiring, windows, doors and painting | 4-037-202-2630205-104-2018/19-004 | 1,000,000.00 | Ongoing |
| Ebwambwa Secondary School | Purchase of 37 seater School Bus | 4-037-202-2630205-104-2018/19-005 | 2,500,000.00  | New |
| Ibinzo Girls Secondary School | Purchase of 51 seater School Bus | 4-037-202-2630205-104-2018/19-006 | 2,500,000.00  | New |
| Ikonyero Secondary School | Completion of storey classrooms – Plastering, painting of 2nd floor | 4-037-202-2630205-104-2018/19-007 |  500,000.00  | Ongoing |
| Eshisiru Secondary School | Purchase of 2 acres of land – completion of payment | 4-037-202-2630205-104-2018/19-008 |  700,000.00  | Ongoing |
| Kakamega Muslim Secondary School | Completion of storey block – Roofing and plastering of the science laboratory | 4-037-202-2630205-104-2018/19-009 | 1,000,000.00  | Ongoing |
| Matioli Secondary School | Construction of Dormitory – roofing, plastering, fixing of doors and windows | 4-037-202-2630205-104-2018/19-010 | 2,000,000.00  | Ongoing |
| Ematetie Secondary School | Walling, roofing, finishes, fittings and lab fittings | 4-037-202-2630205-104-2018/19-011 | 3,000,000.00  | Ongoing |
| Bishop Sulumeti Girls Secondary School | 3rd floor flooring of the dormitory | 4-037-202-2630205-104-2018/19-012 | 500,000.00 | Ongoing |
| Kakamega Township Secondary School | Flooring of science laboratory | 4-037-202-2630205-104-2018/19-013 | 500,000.00 | Ongoing |
| Bukura Police Post | Completion of police post – completion of walling | 4-037-202-2640507-113-2018/19-001 |  1,000,000.00  | Ongoing |
| Ematsayi Market Solar Light  | Installation of solar lighting point made in Britain  | 4-037-202-2640507-113-2018/19-002 | 500,000.00 | New |
| Butsotso South AP Line | Construction of 4 units staff houses – substructure, walling of 2 units | 4-037-202-2640507-113-2018/19-003 | 500,000.00 | Ongoing |
| Sichirayi Assistant Chief’s Office | Construction of assistant chief’s office – substructure | 4-037-202-2640507-113-2018/19-004 | 500,000.00 | New |
| Eshibeye Assistant Chief’s Office | Completion of Assistant Chief’s Office | 4-037-202-2640507-113-2018/19-004 | 500,000.00 | Ongoing |
| Emusala AP line | Roofing, electrical works, plumbing works, flooring of 4 units staff houses | 4-037-202-2640507-113-2018/19-006 | 500,000.00 | Ongoing |
| **TOTAL** | **109,040,875.52** |  |

**NGCDFC LUR/MIN. 14/11/2018: FUNDING OF PROJECTS/PAYMENT OF BURSARY BALANCE FOR 2017/18 FINANCIAL YEAR**

The Fund Account Manager tabled AIE no. B 005251 of Kshs.46,784,483.15 from the NG-CDF Board for financial year 2017/2018. The members discussed and resolved to fund the following projects;

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| **NO.** | **NAME OF PROJECT** | **ACTIVITY** | **AMOUNT** |
|  | Mwiyala Primary School | Renovation of 2 classrooms – roofing, plastering and painting upto completion |  600,000.00  |
|  | Mahiakalo Primary School | Construction of new 8 storey classrooms - substructure and walling | 6,000,000.00 |
|  | St. Lawrence Ichina Primary School | Casting of slab of 1st floor of Administration block and 2 classrooms |  1,000,000.00  |
|  | Hirumbi Primary School  | Construction of storey 8 classrooms - Plastering, fixing of doors and windows of the 1st floor  |  1,000,000.00  |
|  | Shitaho Primary School | Completion of 3 classrooms - ceiling, wiring and painting |  410,000.00  |
|  | Eshibembe Primary School | Construction of 2 classroom - substructure, walling and roofing |  1,000,000.00 |
|  | Ebuhayi Primary School | Construction of 2 classroom - substructure, walling and roofing |  1,000,000.00 |
|  | Ebuchinga Primary School | Construction of new 8 storey classrooms - substructure and walling | 6,000,000.00 |
|  | Ebung’aya Primary School | Renovation of 3 Classrooms – roofing, plastering, windows, doors and painting |  600,000.00  |
|  | Mwiyenga Primary School | Completion of 2 classrooms - roofing, plastering |  500,000.00  |
|  | Lurambi Primary School | Completion of the storey 3 classrooms - casting of 1st floor slab | 1,000,000.00 |
|  | Ekapwonje Primary School | Completion of 2 classrooms - plastering, flooring, windows, and doors  |  500,000.00  |
|  | Eshibeye Primary School | Completion of classroom - plastering, fixing of windows, door and painting |  250,000.00  |
|  | Ikonyero Primary School | Renovation of 3 Classrooms – roofing, plastering, windows, doors and painting |  712,630.27  |
|  | Daisy Special School | Completion of dining hall - Roofing |  1,000,000.00 |
|  | Nabongo Primary School | Completion of 2 classrooms - plastering, flooring, windows, and doors  |  300,000.00  |
|  | Kakamega Muslim Primary School | Construction of 8 door pit latrines to completion |  500,000.00  |
|  | Matende Primary School | Construction of new storey 8 classrooms - substructure , walling, casting of 1st floor slab and roofing | 9,786,206.90 |
|  | Mwiyala Secondary School | Completion of twin laboratory - gas piping, working tops and painting |  700,000.00  |
|  | Matende Girls Secondary School | Completion of 4 units staff houses - roofing |  500,000.00  |
|  | Rosterman Secondary School | Completion of twin laboratory - walling |  890,000.00  |
|  | Shisango Girls Secondary School | Completion of 2 classrooms - roofing, plastering |  500,000.00  |
|  | Kilimo Girls Secondary School | Completion of science laboratory - plastering, painting, mason works, gas piping/fume chamber, electrical works and window panes | 750,000.00 |
|  | Ikonyero Secondary School | Completion of storey classrooms - Plastering, painting of 2nd floor |  800,000.00  |
|  | Eshisiru Secondary School | Purchase of 2 acres of land - completion of payment |  300,000.00  |
|  | Ebwambwa Secondary School | Completion of 2 classrooms - Plastering, fixing of windows | 300,000.00  |
|  | Eshibeye Assistant Chief’s Office | Completion of Assistant Chief’s Office - roofing and plastering |  500,000.00 |
|  | Bukura Police Post | Completion of police post - completion of walling |  500,000.00  |
| **TOTAL** | **37,898,837.17** |

The chairman reported that Kshs. 3,600,000 being balance of bursary for 2017/2018 financial was already committed because colleges and universities beneficiaries, their cheques had not been written due to in availability of funds. The members discussed and agreed to award Kshs. 3,600,000 bursary as per attached list.

**NGCDFC LUR/MIN. 15/11/2018: ANY OTHER BUSINESS**

The members raised concern on NGCDFC and the Parliamentary group to work in harmony.

There being no any other business the meeting was adjourned at 1.03 p.m. with a word of prayer from Mr. John Aswani.

Confirmed by;

Mrs. Jesca Maina Mr. Fabian Shilako

**Secretary Chairman**