**MINUTES OF NG-CDFC MEETING HELD AT THE NG-CDF OFFICES IN SIRISIA ON MONDAY 15/11/2018 AT 10:00 AM**

**MEMBERS PRESENT**

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|  | MR. PHILIP WANJALA | CHAIRMAN |
|  | MRS. PETERKEEN NYONGESA | SECRETARY |
|  | MRS.LINET GIDOSI | MEMBER |
|  | MRS.JOYCE WANJALA |  FAM |
|  | MRS.ANTONET LUKHALE | MEMBER |
|  | MR. MADAN KISACHI KIRUI | MEMBER |
|  | MR.MICHAEL KAMAU | MEMBER |
|  | MRS.EVERLYNE ELISHA | MEMBER |
|  | MRS.NANCY MASAKARI | MEMBER |
|  | FRANCIS M. KARURI | ACC 1  |

**AGENDA**

1. PRAYER
2. READING AND CONFIRMATION OF PREVIOUS MINUTES
3. CHAIRMAN’S REMARK
4. SUBMISSION OF PROPOSALS FOR FY 2019/2020, KSHS. 137,367,724.00.
5. A.O.B

**MIN1/15/11/2019 PRAYER**

The meeting started at 10.32 am with a word of prayer from Mrs. Nancy Masakari.

**MIN2/15/11/2019 READING AND CONFIRMATION OF PREVIOUS MINUTES**

The chairman called upon the secretary to ready the previous meeting minutes. They were confirmed by Mr. Madan Kisachi and seconded by Everlyne Elisha as a true copy of the previous deliberations.

**MIN3/15/11/2019 CHAIRMAN’S REMARKS**

The chairman welcomed members to the meeting and thanked them for the good work they had been doing. He informed members about the allocation table that the office had received for the financial year 2019/2020. He thanked members for tirelessly going around the constituency in collections of public opinion on matters concerning the projects to be given priority. He appreciated the effort of members in assisting the office during data collection for preparation of the strategic plan. He then called upon the Fund Account Manager to table the circular with the allocation table and guide the committee on allocation process. The FAM informed members that the constituency had received **Ksh. 137,367,724.00** (one hundred and thirty-seven million, three hundred and sixty-seven thousand, seven hundred and twenty-four only) only for the current financial year. She further informed members about the statutory deductions and that the allocation of funds had been made as per the public demands and the constituency strategic plan.

**MIN4/15/11/2018 SUBMISSION OF PROPOSALS FOR FY 2019/2020, KSH. 137,367,724.00.**

The Secretary Mr. Peterkeen took the members through the compiled project proposals as received from the members for confirmation and approval. The proposal was approved as below: -

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| **PROJECT PROPOSAL 2019-2020 FINANCIAL YEAR** |
| **Project Name** | **Project Number** |  **Original Cost**  | **Activity**  |  **Amount**  | **Status** |
| **Administration/ Recurrent AP1** |
| Employees’ Salaries | 4-039-217-2110000-100-2019/20-001 |  3,475,091.29  | Payment of staff salaries and gratuity |  3,475,091.29  | Ongoing |
| Goods and Services | 4-039-217-2210000-100-2019/20-002 |  2,600,063.45  | Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea |  2,600,063.45  | Ongoing |
| NSSF | 4-039-217-2120101-100-2019/20-003 |  76,000.00  | Payment of NSSF Deductions |  76,000.00  | Ongoing |
| NHIF | 4-039-217-2120201-100-2019/20-004 |  50,000.00  | Payment of NHIF Deductions |  50,000.00  | Ongoing |
| Committee Expenses | 4-039-217-2210802-100-2019/20-005 |  1,516,000.00  | Payment of Committee sitting allowances, transport, conferences |  1,516,000.00  | Ongoing |
| **Monitoring & evaluation AP2** |
| Goods and Services | 4-039-217-2210000-111-2019/20-001 |  453,959.30  | Purchase of fuel, printing, stationery, Airtime, travel and subsistence,  |  453,959.30  | Ongoing |
| Committee Expenses | 4-039-217-2210802-111-2019/20-002 |  1,030,000.00  | Payment of Committee sitting allowances, transport, conferences |  1,030,000.00  | Ongoing |
| CDFC/PMC Capacity Building | 4-039-217-2210700-111-2019/20-003 |  1,337,071.97  | Undertake Training of the PMCs/CDFCs/Staff on CDF Related issues |  1,337,071.97  | Ongoing |
| **Emergency** |
| Emergency | 4-039-218-2640200-101-2018/19-001 |  7,198,241  | To cater for any unforeseen occurrences in the constituency during the financial year |  7,198,241  | Ongoing |
| **Environmental** |
| Sirisia constituency Environment | 4-039-217-2640509-110-2019/20-001 |  677,342.07  | Planting of 1200 trees in each of the following schools; sirisia township primary, Kuafu primary, tulienge primary, bishop wabukala secondary school, Sengeteti DEB primary, Namawanga FYM @ 112,890.35.  |  677,342.07 | Ongoing |
| Sports  |
| Sirisia constituency sports | 4-039-217-2640509-112-2019/20-001 |  1,043,939 | Organizing constituency sports football tournament where sports kits will be awarded to winning teams |  1,043,939 | Ongoing |
| **Bursary** |
| Bursary Secondary Schools | 4-039-218-2640101-103-2019/20-001 |  14,609,644  | Payment of bursary to needy student |  14,609,644  | Ongoing |
| Bursary Tertiary Schools | 4-039-218-2640101-103-2019/20 -002 |  20,539,352  | Payment of bursary to needy student |  20,539,352  | Ongoing |
| **SECONDARY SCHOOLS** |
| St. Johns Machakha sec school | 4-039-217-2630205-104-2019/20-001 |  1,400,000  | Construction of 2 classrooms to completion.  |  1,400,000  | New |
| Ndakaru sec. school | 4-039-217-2630205-104-2019/20-002 |  3,031,486  | Completion of a 1000 student capacity Dining hall; Flooring, plastering, tilling, wiring and painting.  |  1,431,486  | Ongoing |
| St.Mary Emmaculate Mayekwe Girls sec. | 4-039-217-2630205-104-2019/20-003 |  4,911,426  | Completion of a 90 student capacity twin laboratory; Walling, Roofing, plastering, flooring, wiring and painting.  |  3,911,426  | Ongoing |
| Kikai boys sec. | 4-039-217-2630205-104-2019/20-004 |  2,500,000  | Completion of a 1000 student capacity Dining hall; plastering, flooring, wiring and painting. |  500,000  | Ongoing |
| Bisunu Sec.school | 4-039-217-2630205-104-2019/20-005 | 2,553,800  | Completion of a 90 student capacity twin laboratory; plumbing works, wiring and painting. |  553,800  | Ongoing |
| Karibuni girls sec. | 4-039-217-2630205-104-2019/20-006 |  5,009,303  | Completion of a 1000 student capacity dinning; plastering, flooring, wiring and painting.  |  1,009,303  | Ongoing |
| Bishop Wabukala secondary school | 4-039-217-2630205-104-2019/20-007 |  24,000,000  | Completion of a storey building with 8 classrooms and an administration block; Walling of 1st floor, beam casting, roofing, shutters, plastering, painting and flooring.  |  10,000,000  | Ongoing |
| Mufungu sec | 4-039-217-2630205-104-2019/20-008 |  1,500,000  | Completion of a 45- student capacity single laboratory; Electrical works, flooring, plastering, painting. |  200,000  | Ongoing |
| St.Augustine sitabicha sec. | 4-039-217-2630205-104-2019/20-009 |  4,475,704  | Completion of a 90- student capacity twin laboratory; plastering, flooring, wiring and painting.  |  1,000,000  | Ongoing |
| **PRIMARY SCHOOLS** |
| Sengeteti Primary school | 4-039-217-2630204-104-2019/20-001 |  500,000  | Construction of 8 door pit latrines to completion.  |  500,000  | New |
| Nabulooli Primary school | 4-039-217-2630204-104-2019/20-002 |  300,000  | Construction of 4 door pit latrine for boys to completion. |  300,000  | New |
| kaburweit Primary school | 4-039-217-2630204-104-2019/20-003 |  1,000,000  | Renovation of 5 classrooms; reroofing, plastering, painting and flooring to completion. |  1,000,000  | New |
| Katomei primary sec. | 4-039-217-2630204-104-2019/20-004 |  4,000,000  | Completion of 5 classrooms; Roofing, plastering, flooring, wiring and painting, to completion.  |  2,000,000  | Ongoing |
| Tulienge primary school | 4-039-217-2630204-104-2019/20-005 |  2,700,000  | Construction of 8 door pit latrine to completion @600,000 and construction of 3 classrooms to completion. 2,100,000 |  2,700,000  | New |
| Munyang'anyi primary school | 4-039-217-2630204-104-2019/20-006 |  1,400,000  | Construction of 2 classrooms to completion |  1,400,000  | New |
| Binyenya primary school | 4-039-217-2630204-104-2019/20-007 |  2,000,000  | Construction of 2 classrooms to completion |  2,000,000  | New |
| Maeni Primary school | 4-039-217-2630204-104-2019/20-008 |  2,800,000  | Construction of 4 classrooms to completion |  2,800,000  | New |
| sirisia Special school | 4-039-217-2630204-104-2019/20-009 |  500,000  | Equipping of a dormitory; 35 double decker beds kshs 340,000 and purchase of two 10,000 litre tanks kshs 160,000  |  500,000  | New |
| Malinda s.a. Primary | 4-039-217-2630204-104-2019/20-010 |  2,870,000  | Completion of administration block with staff room, head teacher, deputy and secretary offices; plastering, flooring, wiring and painting 570,000 and construction of 2 classrooms to completion 1,400,000. |  1,970,000  | Ongoing |
| Lukaala primary school | 4-039-217-2630204-104-2019/20-011 |  2,100,000  | Completion of 3 classrooms; plastering, flooring, wiring and painting.  |  700,000  | Ongoing |
| Chongoi primary | 4-039-217-2630204-104-2019/20-012 |  1,460,000  | Completion of two classrooms; wiring and Power connection. |  160,000  | Ongoing |
| Muanda S.A. primary | 4-039-217-2630204-104-2019/20-013 |  700,095  | Renovation of six classrooms; plastering, and painting, to completion. |  700,095  | New |
| Kulisiru Primary | 4-039-217-2630204-104-2019/20-014 |  700,000  | Renovation of five classrooms; plastering, flooring, wiring and painting, to completion. |  700,000  | New |
| Namunyu primary | 4-039-217-2630204-104-2019/20-015 |  1,500,000  | Completion of administration block with staff room, Head teacher office, secretary, and store; plastering, flooring, wiring and painting, to completion. |  500,000  | Ongoing |
| Sirisia township primary school | 4-039-217-2630204-104-2019/20-016 |  24,000,000  | Completion of a storey building with 8 classrooms and an administration block with Head teacher, deputy, bursar, secretary, and staff offices and a store; Walling of 1st floor, beam casting, roofing, shutters, plastering, painting and flooring to completion. |  14,000,000  | Ongoing |
| Namunyu primary | 4-039-217-2630204-104-2019/20-017 |  800,000  | Renovation of 5 classrooms; plastering, flooring, wiring and painting, to completion. |  800,000  | New |
| Sengeteti Primary | 4-039-217-2630204-104-2019/20-018 |  1,400,000  | Completion of 2 classrooms; plastering, flooring, wiring and painting. |  400,000  | Ongoing |
| Tamulega primary | 4-039-217-2630204-104-2019/20-019 |  1,400,000  | Construction of two classrooms to completion |  1,400,000  | New |
| Kuafu primary | 4-039-217-2630204-104-2019/20-020 |  1,400,000  | Construction of 2 classrooms to completion |  1,400,000  | New |
| Wanjoya primary school | 4-039-217-2630204-104-2019/20-021 |  1,300,000  | Construction of 2 classrooms to completion |  1,300,000  | New |
| Butunde primary school | 4-039-217-2630204-104-2019/20-022 |  2,100,000  | Construction of 3 classrooms to completion |  2,100,000  | New |
| Marakaru primary school | 4-039-217-2630204-104-2019/20-023 |  2,100,000  | Construction of 3 classrooms to completion |  2,100,000  | New |
| Ndakaru primary school | 4-039-217-2630204-104-2019/20-024 |  2,100,000  | Construction of 3 classrooms to completion |  2,100,000  | New |
| Malinda FYM Primary | 4-039-217-2630204-104-2019/20-025 |  2,100,000  | Construction of 3 classrooms to completion |  2,100,000  | New |
| **SECURITY** |  |  |  |  |  |
| Deputy county Commisioner Residence. | 4-039-217-2640507-104-2019/20-001 |  7,200,000  | Ongoing construction of DCCs 3 bed roomed official residence phase two; plastering, shutters, wiring and flooring, to completion. |  2,000,000  | Ongoing |
| lwakhakha AP staff houses | 4-039-217-2640507-104-2019/20-002 |  2,100,000  | Completion of two roomed four (4) AP staff houses; Electrical works, flooring, plastering, painting, to completion.  |  1,000,000  | Ongoing |
| Lwandanyi ACC office | 4-039-217-2640507-104-2019/20-003 |  5,957,500  | Completion of a 5 roomed ACC office hosting police post; Roofing, plastering, flooring, wiring and painting, to completion. |  3,957,500  | Ongoing |
| Sirisia AP staff houses | 4-039-217-2640507-104-2019/20-004 |  7,151,238  | Completion of 2 roomed 10 staff houses; Roofing, plastering, flooring, wiring and painting, to completion. |  4,365,031  | Ongoing |
| Bungoma West OCPD  | 4-039-217-2640507-104-2019/20-005 |  950,000  | Renovation of 3 roomed OCPD office; roof cast of cells & armory, block walling, plastering, flooring, electrical works, steel shutters, drainage, toilet, wash basin and painting, to completion. |  950,000  | New |
| Sitabicha cheifs office | 4-039-217-2640507-104-2019/20-006 |  5,852,378  | Completion of 6 rooms chief's/AP office Roofing, plastering, flooring, wiring and painting, to completion. |  4,852,378  | Ongoing |
| **TOTAL** |  | **137,367,724.14**  |  | **137,367,724.14**  |  |

The chairperson then tasked the FAM to fast track the process of submission to the board for approval.

**MIN4/15/11/2019 AOB**

There being no other Business the meeting was adjourned with a word of prayer from Mrs. Everlyne

**Minutes Confirmed by:**

Chairman –Philip Wanjala Secretary – Peterkeen Nyonges