

NYARIBARI MASABA NGCDF COMMITTEE MEETING HELD ON 16.10.2019 AT THE MASIMBA NGCDF BOARD ROOM AT 1045HRS

PRESENT

- | | | |
|---------------------------|---|-----------|
| 1. MARK SIKO | - | CHAIRMAN |
| 2. RONALD INGALA K. | - | FAM |
| 3. EDNAH OTOTO | - | MEMBER |
| 4. JACKLINE KEREBI | - | MEMBER |
| 5. SIMION OSANO | - | MEMBER |
| 6. ESTHER OMARI | - | SECRETARY |
| 7. MARGARET NYANGOKA | - | MEMBER |
| 8. STEPHEN OMONDI WAMBURA | - | DCC |

AGENDA

1. *Matters Arising*
2. *Proposal*
3. *Bursary*
4. *Work Plan for 2019/2020*
5. *AOB*

PRELIMINARIES

The chairman Mark Siko called the meeting to order by inviting Mr. Simion Osano for a word of prayer. He welcomed all the members and hoped for fruitful discussion.

The DCC thanked the members for welcoming him to the committee and emphasized on the need for cooperation between all players to achieve desired goals in the discharge of our mandates.

MIN NGCDF/NM/001/16/10/19: MATTERS ARISING

The previous minutes were read by the secretary and confirmed to be true reflection of the deliberations by Simion Osano and Seconded by Margaret Nyangoka.

Members requested the M&E sub-committee chairman to table the latest M&E report for the members to deliberate upon in the next meeting. There were no other matters arising from the previous minutes.

MIN NGCDF/NM/002/16/10/19: PROPOSAL

The Fund Account Manager informed the committee that he had received communication on the process for the preparation of the FY 2019/2020 project proposal with the constituency to be allocated

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a total of Kshs. 137,367,244.13. The committee is to consider the ward reports together with the provisions of the Nyaribari Masaba Strategic Plan 2018 – 2022.

The manager went through the ward report which was to guide the discussion for the deliberations of the day. Members agreed they will mainly be advised by the Ward report as prepared from ward meetings held and provisions of the strategic plan in coming with the proposal to be forwarded to the Board.

The committee resolved to try and complete all ongoing projects in the FY 2019/2020 so as to avoid a scenario where projects drag on for a long time.

There have been projects which were ongoing but were completed in conjunction with the school management and the parents. The schools include;

1. Amabuko Secondary School for construction of a dormitory
2. Mogweko Secondary School for construction of a dormitory
3. Bongonta Secondary School for construction of a dormitory
4. Mobamba High School for construction of a dormitory
5. Amasege Secondary School dormitory is complete

After lengthy discussions and deliberations, the following were the proposed allocations in the education and security sector to be considered for funding by the Board;

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	Project Name	Project Number	Original Cost	Cumulative Allocation	Project activity	Amount Allocated
1	Employees' Salaries	4-045-266-2110000-100-2019/2020-001	4,283,378.00	-	Payment of staff salaries and gratuity	4,283,378.00
2	Goods and Services	4-045-266-2210000-100-2019/2020-002	1,774,685.45	-	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea.	1,774,685.45
3	NSSF	4-045-266-2120101-100-2019/2020-003	240,000.00	-	Payment of NSSF Deductions	240,000.00
4	NHIF	4-045-266-2120201-100-2019/2020-004	72,000.00	-	Payment of NHIF Deductions	72,000.00
5	Committee Expenses	4-045-266-2210802-100-2019/2020-005	1,872,000.00	-	Payment of Committee sitting allowances, transport, conferences	1,872,000.00
6	Goods and Services	4-045-266-2210000-111-2019/2020-001	1,373,677.24	-	Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence.	1,373,677.24
7	Capacity Building	4-045-266-2210700-111-2019/2020-002	1,373,677.24	-	Undertake Training of the FMCs/NG-CDFs on NG-CDF Related issues	1,373,677.24
8	Committee Expenses	4-045-266-2210802-111-2019/2020-003	1,373,677.24	-	Payment of Committee sitting allowances, transport, conferences	1,373,677.24
9	Emergency	4-045-266-2640200-101-2019/2020-001	7,198,241.00	-	To cater for any unforeseen occurrences in the constituency during the financial year 2019/2020	7,198,241.38
10	Getacho Primary School	4-045-266-2640509-112-2019/2020-001	700,000.00	-	Construction of a sports dais; flooring, columns, roofing, painting and electrical	700,000.00

Project Name	Project Number	Original Cost	Cumulative Allocation	Project activity	Amount Allocated
				installations	
1 Constituency Sports Tournament	4-045-266-2640509-112-2019/2020-002	2,047,354.48	-	Carry out Constituency Sports tournament (athletics and football) with the winning teams/schools to be awarded with trophies, balls, and games kits in the financial year 2019/2020	2,047,354.48
2 Riasani Water Spring	4-045-266-2640510-110-2019/2020-001	150,000.00	-	Spring protection; Bush Clearing, Excavation, Foundation, Walling, Plastering and Fencing	150,000.00
3 Rianyangore Water Spring	4-045-266-2640510-110-2019/2020-002	150,000.00	-	Spring protection; Bush Clearing, Excavation, Foundation, Walling, Plastering and Fencing	150,000.00
4 Riatirimba Water Spring	4-045-266-2640510-110-2019/2020-003	150,000.00	-	Spring protection; Bush Clearing, Excavation, Foundation, Walling, Plastering and Fencing	150,000.00
5 Getacho Water Spring	4-045-266-2640510-110-2019/2020-004	150,000.00	-	Spring protection; Bush Clearing, Excavation, Foundation, Walling, Plastering and Fencing	150,000.00
6 Riouro Water Spring	4-045-266-2640510-110-2019/2020-005	150,000.00	-	Spring protection; Bush Clearing, Excavation, Foundation, Walling, Plastering and Fencing	150,000.00
7 Rioyaro Water Spring	4-045-266-2640510-110-2019/2020-006	150,000.00	-	Spring protection; Bush Clearing, Excavation, Foundation, Walling, Plastering	150,000.00

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	Project Name	Project Number	Original Cost	Cumulative Allocation	Project activity	Amount Allocated
18	Masimba Primary School	4-045-266-2640510-110-2019/2020-007	35,784.84	-	and fencing Carry out tree planting for gravellier seedlings (1000 tree seedlings)	35,784.84
19	Sirorokwe Primary School	4-045-266-2640510-110-2019/2020-008	35,784.82	-	Carry out tree planting for gravellier seedlings (1000 tree seedlings)	35,784.82
20	Nyamagesa DEB Primary School	4-045-266-2640510-110-2019/2020-009	35,784.82	-	Carry out tree planting for gravellier seedlings (1000 tree seedlings)	35,784.82
21	Chibwobi Secondary School	4-045-266-2640510-110-2019/2020-010	45,000.00	-	Carry out tree planting for gravellier seedlings (1000 tree seedlings)	45,000.00
22	St. Mark Mokorogoinwa Secondary School	4-045-266-2640510-110-2019/2020-011	45,000.00	-	Carry out tree planting for gravellier seedlings (1000 tree seedlings)	45,000.00
23	Nyamagesa COG Primary School	4-045-266-2640510-110-2019/2020-012	45,000.00	-	Carry out tree planting for gravellier seedlings (1000 tree seedlings)	45,000.00
24	Mochengo Primary School	4-045-266-2640510-110-2019/2020-013	45,000.00	-	Carry out tree planting for gravellier seedlings (1000 tree seedlings)	45,000.00
25	Mesabisabi Primary School	4-045-266-2640510-110-2019/2020-014	45,000.00	-	Carry out tree planting for gravellier seedlings (1000 tree seedlings)	45,000.00
26	Matibo Girls Secondary School	4-045-266-2640510-110-2019/2020-015	45,000.00	-	Carry out tree planting for gravellier seedlings (1000 tree seedlings)	45,000.00

	Project Name	Project Number	Original Cost	Cumulative Allocation	Project activity	Amount Allocated
7	Engorwa Primary School	4-045-266-2640510-110-2019/2020-016	45,000.00	-	Carry out tree planting for gravellier seedlings (1000 tree seedlings)	45,000.00
8	Bokibarori Primary School	4-045-266-2640510-110-2019/2020-017	45,000.00	-	Carry out tree planting for gravellier seedlings (1000 tree seedlings)	45,000.00
9	Bong'onta Primary School	4-045-266-2640510-110-2019/2020-018	45,000.00	-	Carry out tree planting for gravellier seedlings (1000 tree seedlings)	45,000.00
0	Gekonge Primary School	4-045-266-2640510-110-2019/2020-019	45,000.00	-	Carry out tree planting for gravellier seedlings (1000 tree seedlings)	45,000.00
1	Ebachwa Primary School	4-045-266-2640510-110-2019/2020-020	45,000.00	-	Carry out tree planting for gravellier seedlings (1000 tree seedlings)	45,000.00
2	St. Joseph Kiomiti Special School	4-045-266-2640510-110-2019/2020-021	45,000.00	-	Carry out tree planting for gravellier seedlings (1000 tree seedlings)	45,000.00
3	Emiangara Primary School	4-045-266-2640510-110-2019/2020-022	45,000.00	-	Carry out tree planting for gravellier seedlings (1000 tree seedlings)	45,000.00
4	Gotinyango Primary School	4-045-266-2640510-110-2019/2020-023	45,000.00	-	Carry out tree planting for gravellier seedlings (1000 tree seedlings)	45,000.00
5	Kegogi Secondary School	4-045-266-2640510-110-2019/2020-024	45,000.00	-	Carry out tree planting for gravellier seedlings (1000 tree seedlings)	45,000.00
6	Riabigutu Secondary School	4-045-266-2640510-110-2019/2020-025	45,000.00	-	Carry out tree planting for gravellier seedlings (1000 tree seedlings)	45,000.00

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	Project Name	Project Number	Original Cost	Cumulative Allocation	Project activity	Amount Allocated
37	Masabo Secondary School	4-045-266-2640510-110-2019/2020-026	45,000.00	-	Carry out tree planting for gravellier seedlings (1000 tree seedlings)	45,000.00
38	Sasati Secondary School	4-045-266-2640510-110-2019/2020-027	45,000.00	-	Carry out tree planting for gravellier seedlings (1000 tree seedlings)	45,000.00
39	Ramasha Secondary School	4-045-266-2640510-110-2019/2020-028	45,000.00	-	Carry out tree planting for gravellier seedlings (1000 tree seedlings)	45,000.00
40	Mesabisabi Secondary School	4-045-266-2640510-110-2019/2020-029	45,000.00	-	Carry out tree planting for gravellier seedlings (1000 tree seedlings)	45,000.00
41	Suguta Primary School	4-045-266-2640510-110-2019/2020-034	120,000.00	-	Purchase and complete installation of a 10,000 litre water tank	120,000.00
42	Nyagachi Primary School	4-045-266-2640510-110-2019/2020-035	120,000.00	-	Purchase and complete installation of a 10,000 litre water tank	120,000.00
43	Bokibarori Primary School	4-045-266-2640510-110-2019/2020-036	120,000.00	-	Purchase and complete installation of a 10,000 litre water tank	120,000.00
44	Bursary Secondary Schools	4-045-266-2640101-103-2019/2020-001	9,380,000.00	-	Payment of bursary to needy student in boarding secondary schools	9,380,000.00
45	Bursary Tertiary Institutions (Colleges/Universities)	4-045-266-2640101-104-2019/2020-002	25,011,679.00	-	Payment of bursary to needy student in colleges, universities and other tertiary institutions	25,011,679.00

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Project Name	Project Number	Original Cost	Cumulative Allocation	Project activity	Amount Allocated
Nyamagesa Boarding Primary School	4-045-266-2630204-104-2019/2020-001	2,400,000.00	-	Construction of 1 Storey building of 4No. Classrooms (Phase One): Ground floor to completion, 1st floor slab, walling, Roofing, Fixing doors and windows.	2,000,000.00
Kiomiti Primary School	4-045-266-2630204-104-2019/2020-002	7,200,000.00	3,700,000.00	Completion of 8No. Classrooms (1 Storey building): Roofing, plastering, windows and doors, painting, wiring and general finishes.	3,500,000.00
Mokobokobo Primary School	4-045-266-2630204-104-2019/2020-003	1,400,000.00	-	Construction of 2No. Classrooms to completion with a floating foundation on swampy ground	1,400,000.00
Omogogo Primary School	4-045-266-2630204-104-2019/2020-004	1,200,000.00	-	Reroofing of 6No. Classrooms for Kshs. 600,000; Renovation of 2No. Classrooms for Kshs. 600,000 - Walling, Plastering, Doors and Windows, Painting	1,200,000.00
Nyagachi Primary School	4-045-266-2630204-104-2019/2020-005	1,200,000.00	-	Construction of 2No. Classrooms to completion	1,200,000.00
Emborogo Primary School	4-045-266-2630204-104-2019/2020-006	1,600,000.00	1,000,000.00	Completion of Administration block; Lintel, roofing, doors and windows, painting, wiring and general finishes Consisting of head teachers office, teachers' staffroom, deputy head teacher's office, reception and store.	600,000.00
Ibanchore Primary School	4-045-266-2630204-104-2019/2020-007	1,200,000.00	-	Construction of 2No. Classrooms to completion	1,200,000.00

	Project Name	Project Number	Original Cost	Cumulative Allocation	Project activity	Amount Allocated
53	Rianyoka Primary School	4-045-266-2630204-104-2019/2020-008	1,200,000.00	-	Construction of 2No. Classrooms to completion	1,200,000.00
54	Riamakanda Primary School	4-045-266-2630204-104-2019/2020-009	1,200,000.00	-	Renovation of 8No. Classrooms; plastering, painting, fixing doors and windows and general finishes	1,200,000.00
55	Gekonge Primary School	4-045-266-2630204-104-2019/2020-010	2,000,000.00	-	Renovation and repair of 10No., classrooms; walling, plastering, doors and windows, painting and general finishes Includes demolition of walls and re-walling of 6No. classrooms	2,000,000.00
56	Kegogi Primary School	4-045-266-2630204-104-2019/2020-011	1,500,000.00	-	Construction of 3No. Classrooms to completion co-funding with the PA/BOM (Materials available on site include roofing timber)	1,500,000.00
57	Getacho Primary School	4-045-266-2630204-104-2019/2020-012	3,000,000.00	1,400,000.00	Completion of 4No. Classrooms (One Storey): Slab, walling, plastering, doors and windows, wiring, painting and general finishes	1,600,000.00
58	Obwari Primary School	4-045-266-2630204-104-2019/2020-013	1,200,000.00	800,000.00	Completion of Administration block; Doors and windows, painting, wiring and general finishes Consisting of head teachers office, teachers' staffroom, deputy head teachers' office, reception and store.	400,000.00

	Project Name	Project Number	Original Cost	Cumulative Allocation	Project activity	Amount Allocated
9	Amabuko Secondary School	4-045-266-2630205-104-2019/2020-001	6,400,000.00	3,200,000.00	Purchase of a 51 Seater School Bus 2nd installment	3,200,000.00
0	Sasati Secondary School	4-045-266-2630205-104-2019/2020-002	4,000,000.00	3,000,000.00	Completion of 4No. classrooms (One Storey): Roofing, Plastering, Windows, Doors, painting, electricity and general finishes	1,000,000.00
1	Ekwere Secondary School	4-045-266-2630205-104-2019/2020-003	3,500,000.00	1,500,000.00	Completion of one Storey twin laboratories: Plastering, Windows, Doors, painting, electricity, fixtures and fittings and general finishes with a capacity of 50 work-stations per room.	2,000,000.00
2	Moremeri Secondary School	4-045-266-2630205-104-2019/2020-004	4,200,000.00	2,400,000.00	Completion of one Storey twin laboratories: Plastering, Windows, Doors, painting, electricity, fixtures and fittings and general finishes with a capacity of 50 work-stations per room	1,800,000.00
3	Sosera Secondary School	4-045-266-2630205-104-2019/2020-005	4,200,000.00	2,800,000.00	Completion of a one Storey twin laboratories: Plastering, Windows, Doors, painting, electricity, fixtures and fittings and general finishes with a capacity of 50 work-stations per room	1,400,000.00
4	Riuri Secondary School	4-045-266-2630205-104-2019/2020-006	3,400,000.00	1,400,000.00	Completion of a one Storey twin laboratories: Plastering, Windows, Doors, painting, electricity, fixtures and fittings and general finishes with a capacity of 50 work-stations per room	2,000,000.00

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	Project Name	Project Number	Original Cost	Cumulative Allocation	Project activity	Amount Allocated
65	Ibacho High School	4-045-266-2630205-104-2019/2020-007	4,500,000.00	1,500,000.00	room Completion of one Storey twin dormitories: Slab, Roofing, walling, Plastering, Windows and Doors, Painting and Electrical Installations, plumbing and finishes with a capacity of 100 beds per floor.	3,000,000.00
66	Chironge Secondary School	4-045-266-2630205-104-2019/2020-008	4,900,000.00	2,400,000.00	Completion of one Storey twin dormitories: Slab, Roofing, walling, Plastering, Windows and Doors, Painting and Electrical Installations, plumbing and finishes with a capacity of 100 beds per floor.	2,500,000.00
67	Emeroka Secondary School	4-045-266-2630205-104-2019/2020-009	4,200,000.00	3,200,000.00	Completion of a one Storey twin laboratories: Plastering, Windows, Doors, painting, electricity, fixtures and fittings and general finishes with a capacity of 50 work-stations per room	1,000,000.00
68	Geteri Secondary School	4-045-266-2630205-104-2019/2020-010	4,200,000.00	2,800,000.00	Completion of 6No. classrooms (two Storey): Staircase, Plastering, Windows and Doors, electrical fittings, painting and general finishes (ground floor is complete)	1,400,000.00
69	Mosisa Secondary School	4-045-266-2630205-104-2019/2020-011	2,500,000.00	1,000,000.00	Completion of a single boy's dormitory: Roofing, walling, Plastering, Windows and Doors, Painting and Electrical Installations, plumbing and finishes with a capacity of 100	1,500,000.00

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Project Name	Project Number	Original Cost	Cumulative Allocation	Project activity	Amount Allocated
Musa Nyandusi Gesicho Secondary School	4-045-266-2630205-104-2019/2020-012	4,200,000.00	1,400,000.00	Completion of one Storey twin dormitories: Slab, Roofing, walling, Plastering, Windows and Doors, Painting and Electrical Installations, plumbing and finishes with a capacity of 100 beds per floor.	2,800,000.00
Ramasha Secondary School	4-045-266-2630205-104-2019/2020-013	2,500,000.00	2,000,000.00	Completion of a single Laboratory; electricity, plumbing and general finishes with a capacity of 50 work-stations.	500,000.00
Masimba Secondary School	4-045-266-2630205-104-2019/2020-014	4,500,000.00	2,000,000.00	Completion of one Storey twin dormitories: Slab, Roofing, walling, Plastering, Windows and Doors, Painting and Electrical Installations, plumbing and finishes with a capacity of 100 beds per floor.	2,500,000.00
Nyamesocho Secondary School	4-045-266-2630205-104-2019/2020-015	1,900,000.00	1,400,000.00	Completion of a single Laboratory; finishes and water points, plumbing system with a capacity of 25 work stations	500,000.00
Kiamokama Friends Secondary School	4-045-266-2630205-104-2019/2020-016	4,000,000.00	2,000,000.00	Completion of 6No. classrooms (One Storey): Staircase, Plastering, Windows and Doors, painting and general finishes	2,000,000.00
Getare Girls Secondary School	4-045-266-2630205-104-2019/2020-017	5,300,000.00	3,300,000.00	Completion of Administration block (One storey); doors and windows, painting, electricity and general finishes	2,000,000.00

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	Project Name	Project Number	Original Cost	Cumulative Allocation	Project activity	Amount Allocated
76	Ichumi Girls High School	4-045-266-2630205-104-2019/2020-018	4,000,000.00	-	The office consists of principal's office, deputy head teacher's office, teachers' staffroom and other 4 offices with 2No. Classrooms on first floor. Construction of one Storey twin Dormitories: Foundation, super structure, Lintel, plastering, fixing windows, painting and general finishes with a capacity of 100 beds on each floor	4,000,000.00
77	Mesabisabi Secondary School	4-045-266-2630205-104-2019/2020-019	4,000,000.00	-	Construction of one Storey twin Dormitories: Foundation, super structure, Lintel, plastering, fixing windows, painting and general finishes with a capacity of 100 beds on each floor	4,000,000.00
78	Mesabisabi Secondary School	4-045-266-2630205-104-2019/2020-020	5,500,000.00	4,800,000.00	Completion of 6No. Storey classrooms: Staircase, Plastering, Windows and Doors, painting and general finishes	700,000.00
79	Suguta Secondary School	4-045-266-2630205-104-2019/2020-021	2,900,000.00	2,200,000.00	Completion of a one Storey twin laboratories: Plastering, Windows, Doors, painting, electricity and general finishes with a capacity of 50 work-stations per room	700,000.00
80	Hema High School	4-045-266-2630205-104-2019/2020-022	2,000,000.00	-	Construction of 1 Storey building of 2No. Laboratories (Phase One): Ground floor to completion, slab, stairs with a capacity of 50 work-stations per room	2,000,000.00

	Project Name	Project Number	Original Cost	Cumulative Allocation	Project activity	Amount Allocated
1	Nyankononi Secondary School	4-045-266-2630205-104-2019/2020-023	2,000,000.00	-	Construction of 1 Storey building of 4No. Classroom (Phase One): Ground floor to completion, 1st floor slab, walling, Roofing.	2,000,000.00
2	Chibwobi Secondary School	4-045-266-2630205-104-2019/2020-024	4,000,000.00	-	Construction of one Storey twin Dormitories: Foundation, super structure, Lintel, plastering, fixing windows, painting and general finishes with a capacity of 100 beds on each floor	4,000,000.00
3	Matibo Girls Secondary School	4-045-266-2630205-104-2019/2020-025	4,700,000.00	1,500,000.00	Completion of a one Storey twin laboratories: slab, walling, roofing, Plastering, Windows, Doors, painting, electricity and general finishes with a capacity of 50 work-stations per room	3,200,000.00
4	Masabo Secondary School	4-045-266-2630205-104-2019/2020-026	2,400,000.00	1,400,000.00	Completion of one Storey twin laboratories: Plastering, Windows, Doors, painting, electricity and general finishes with a capacity of 25 work-stations per room	1,000,000.00
5	Riatirimba Technical Training Institute	4-045-266-2630206-104-2019/2020-026	6,000,000.00	-	Purchase of 6 acres of Land for expansion to host boarding facilities (hostels)	6,000,000.00
6	Nyamagesa Chiefs Office	4-045-266-2640507-113-2019/2020-001	1,200,000.00	850,000.00	Completion of a single Administration Office; Windows, Doors, Plastering, electrical fittings, painting of 4No. Rooms/offices.	350,000.00
7	Ikenye Chiefs Office	4-045-266-2640507-113-2019/2020-002	1,200,000.00	850,000.00	Completion of a single Administration Office; Windows, Doors, Plastering,	350,000.00

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Project Name	Project Number	Original Cost	Cumulative Allocation	Project activity	Amount Allocated
				electrical fittings, painting of 4No. Rooms/offices.	
TOTAL					137,367,724.13

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 Esther Ombeki
 Peter
 Agaba
 Komer

The DCC asked the committee to ensure the projects are done to high standards for the people to appreciate the value of work done and see value for money.

MIN NGCDF/NM/003/16/10/19: BURSARY

The committee agreed that the Bursary Sub-Committee to review the Bursary Application Form so that they can be sent to the printer. The committee should make arrangements for the bursary forms to be issued to applicants in the month of November 2019, the vetting to be done in December 2019 for the award and disbursement of bursary cheques to beneficiaries in January 2020.

The committee agreed that they will prioritize the issuance of Bursary to college, universities and other tertiary institutions with minimal cases of secondary school children on need basis.

The committee authorized the printing of 10,000 forms to be distributed from various centers in the constituency for easy access to applicants. All forms should be serialized for accountability purposes.

MIN NGCDF/NM/004/16/10/19: WORK PLAN FOR THE FY 2019/2020

The Fund Account Manager tabled the work plan for the FY 2019/2020 to guide the committee in discharging its mandate. The manager was able to take the committee through the work plan and the same was authorized to be forwarded to the NGCDF Board.

It was however noted that members were unsure if they will still be in office once their term of office came to an end. The fund manager assured the members that they are still eligible for re-appointment and the office will still run irrespective of the people appointed to various positions.

The fund manager requested for a standing imprest of Kshs.150,000 for the running of the office and meeting administration expenses. The committee approved the request but noted that funds had delayed from the Board hence making operations to be strained.

A.O.B

There was no other business to discuss and the chairman called the meeting to a close at 1446hrs. The closing prayer was offered by Madam Margaret Nyangoka.

The meeting was adjourned to a later date to be communicated by the secretary.

Signed

Chairman  Date 18/10/2019

Secretary ESTHER OMARI Date 18/10/2019

