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| **NG-CDF Likoni** | **National Government Constituencies Development Fund**  **Likoni Constituency**  **P.O Box 96780 - 80100**  **MOMBASA**  **Cell: +254722666095/0202333875**  **Email: cdflikoni@cdf.go.ke| Website: likoni.cdf.go.ke** |

**MINUTES OF THE NG- CDFC MEETING HELD ON 13th AUGUST 2019AT THE NG-CDF BOARD ROOM**

**MEMBERS PRESENT**

1. ALI SALIM MWAKUNYAPA - CHAIRMAN
2. RASHID GAKWELI - SECRETARY
3. BAWAZIR SHARIFF -FAM
4. SHUHUDIA ABDALLA - MEMBER
5. WALTER OKUTO - MEMBER
6. Mwezi Maringo Magila MEMBER
7. MWANAMWINYI MWINYI - MEMBER
8. WALTER TUMAINI - MEMBER

**AGENDA**

1. Address from the chair
2. Confirmation of Previous minutes
3. Bursary Tertiary Award
4. Ratification of Ipsas Annual Accounts & Monthly and annual expenditure returns as at 30th June 2019
5. Project Resubmission
6. Project Reallocation
7. A.O.B

**MIN 01/13/8/2019 ADRESS FROM THE CHAIR**

The meeting was called to order by the chairman at 10:30 am after word of prayer. The agenda of the day’s meeting was introduced and adopted.

**MIN 02/13/8/2019 CONFIRMATION OF THE PREVIOUS MINUTES**

The minutes of the previous meeting were read by the secretary and confirmed by Shuhudia Abdalla and seconded by Mwanamwinyi Mwinyi as true deliberations of the previous meeting.

**MIN 03/13/8/2019 BURSARY TERTIARY AWARD**

The committee was informed that the procurement process for identifying the college which will train the fifty successful female youth who were to pursue skills /training in beauty salon related courses was complete. In this regard, the committee approved to make a payment of ksh Two million to red elegance beauty salon College so as training of the students could take off. In addition it was agreed that ksh Four million will be used towards bursary payments to needy students in tertiary institutions.

**MIN 04/13/8/2019 Ratification of Ipsas Annual Accounts & Annual Returns**

The fam presented the following reports below for discussion and ratification:

* Ipsas financial Statement for the financial year 2018-2019
* Monthly and annual expenditure returns as at 30th June 2019
* Project Implementation Status Report as at 30th June 2019
* Annual Asset Register Return as at 30th June 2019
* Annual Bursary Report as at 30th June 2019.

After a few clarifications, the above reports were approved and adopted by the committee.

**MIN 05/13/8/2019 Project Resubmission**

5.1 The committee noted with concern that the newly built Mishimboko girls Secondary School which is supposed to be operational by January 2020 has no toilet Block. In this regard the ngcdfc committee agreed to do a resubmission of Environment funds for fy 2018-2019 i.e ksh 2,180,817.51 towards construction of a girls toilet block with a roofing flat slab whose total cost shall be ksh 2,500,000

* 1. The committee also agreed to do a resubmission of ksh 500,000 in the financial 17/18 towards purchase of 100 desks for Mishimboko Primary School.

**MIN 06/13/8/2019 Emergency Reallocation for fy 2018-2019**

The committee agreed to reallocate the balance of emergency funds of ksh 1,094,096 for fy 2018-2019 to the following projects listed below:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| PROJECT NAME | ORIGINAL COST ESTIMATE | AMOUNT ALLOCATED(ENVIRONMENT VOTE-2018-2019) | BALANCE FROM EMERGENCY 2018-2019 | TOTAL COST |
| MishiMboko girls 8 door flush toilet block | 2,500,000 | 2,180,817.51 | 319,182.49 | 2,500,000 |
| Mishi Mboko Girls Borehole | 774,913.51 | Nil | 774,913.51 | 774,913.51 |
| **TOTALS** | **3,274,913.51** | **2,180,817.51** | **1,094,096** | **3,274,913.51** |

N/B: The cost of borehole includes drilling and equipping of submersible pump powered by solar panels.

**MIN 07/13/8/2019: AOB**

The committee approved the following expenses

1. Ksh 230,000 Admin expenses.(153,000 as committee expenses & 57,000 as goods & services)
2. Ksh 74,936 Tender advertisement expenses with standard media Group.
3. Ksh 200,000 Tender Documentation Expenses (tender opening, evaluation and documentation)

There being no other business; the meeting adjourned. At 12:20 pm.

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13th August 2019 13th August 2019

CHAIRMAN SECRETARY