**NORTH IMENTI CONSTITUENCY DEVELOPMENT FUND MINUTES OF THE MEETING HELD 02ND FEBRUARY 2018 AT CDF COMMITTEE ROOM**

**MEMBERS PRESENT.**

|  |  |
| --- | --- |
| 1. MR. ELIAS KATHURIMA
 | CHAIR PERSON |
| 1. MS. FARIDAH KANANU MOHAMED
 | SECRETARY |
| 1. MR. GEORGE MAINA
 | MEMBER |
| 1. MR. GERARD FRANCIS MURUNGI
 | MEMBER |
| 1. MR. PATRICK MUTETHIA KOOME
 | MEMBER |
| 1. MRS. EVALYNE MUKIRI
 | MEMBER  |
| 1. MR. JOSEPH MBURU KUNG’U
 | MEMBER |
| 1. MRS. JANE KAIMURI KIMATHI
 | MEMBER |
| 1. MR. A. KIRAGU MWANGI
 | MEMBER  |

**AGENDA**

1. PRELIMINARIES
2. PROJECT PROPOSALS FOR 2017/2018 FY
3. RESUBMISSIONS
4. NEW STAFF
5. A.O.B

**MIN /NINGCDF/1/02/02/2018 PRAYERS AND PRELIMINARIES**

The meeting started with a word of prayer from Mrs. Jane Kaimuri at 11.00AM. The chairman welcomed the members and thanked them for availing themselves and keeping time.

**MIN / NINGCDF /2/02/02/2018: 2017/2018 PROJECTS PROPOSAL**

Members went through the projects that had been presented at the ward level Chairman requested that there be equitable distribution for wards and also projects within the wards

After deliberations members proposed the following projects for funding in the 2017 – 2018 financial year

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| --- | --- | --- | --- |
| **Project Name** | **Project Activity** | **Amount allocated** | **Status** |
| Employee salaries  | Payment of staff salaries and gratuities | 1,700,000.00 | Ongoing |
| Goods and services | Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea, etc.  | 1,046,441.76 | Ongoing |
| Purchase of Equipments | networking of the cdf office and one computer ,cctv, | 900,000.00 | Ongoing |
| NSSF | NSSF  | 41,400.00 | Ongoing |
| NHIF | NHIF | 19,200.00 | Ongoing |
| Committee expenses | Payment of Committee sitting allowances, transport, conferences | 1,500,000.00 | Ongoing |
| **Total** |   | **5,207,041.76** |  |
| monitoring and evaluation  |  |  |  |
| **Project Name** | **Project Activity** | **Amount allocated** | **Status** |
| Goods and services | Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence. | 200,310.34 | Ongoing |
| Committee expenses | Payment of Committee allowances, transport, conferences | 1,104,000.00 | Ongoing |
| CDFC/PMC capacity building  | Undertake Training of the PMCs/NG-CDFCs on NG-CDF Related issues | 1,300,000.00 | Ongoing |
| **Total** |   | **2,604,310.34** |  |
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| **Project Name** |  **Project Activity**  | **Amount allocated** | **Status** |
| Constituency Strategic Plan | Preparation of Constituency Strategic Plan for a period of 5 years from 2018 to 2022 | 1,500,000.00 |   |
| **Total** |   | 1,500,000.00 |   |
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| **Project Name** | **Project Activity**  | **Amount allocated** | **Status** |
| Constituency Sports activities | Carry out Annual Constituency Sports tournament in all wards ntima west ntima east, nyaki east, nyaki west , and municipality, buy uniform and sports equipments to all teams in the constituency, the winning teams to be awarded with trophies. | 1,500,000.00 | Ongoing |
| **Total** |   | **1,500,000.00** |  |
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| **Project Name** | **Project Activity**  | **Amount allocated** | **Status** |
| Ccm Meru Township Pry | Planting indigenous and exotic trees  | 30,000.00 |  Ongoing |
| Meru Muslim Pry Sch | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Kirige Day Secondary School | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Good Shepherd Primary | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Mwirine Primary  | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| C.C.M Thege Pry School | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Kainginyo Primary School | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Kiamiriru Day Secondary School | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Kiraria Primary School | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Mukongorone Pry Sch | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Mpuri Primary School  | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Mpuri Day  | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Mwiramwanki Primary  | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Gikumenen Girls  | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Irinda Day Secondary School | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Kainginyo Day | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Ngonyi Boys | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Nthimbiri Secondary School | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| MCK Kambereu Boarding | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Karirwara Pry Sch | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Mbeu Primary | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Mbuta Primary School | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Rwanyange Primary School | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Giaki Girls  | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Kathirune Day Secondary School | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Kiburine Secondary | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Mbirikene Day Secondary | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Nthamiri Day Secondary School | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Nkabune Day SecondarySch | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Nkabune Girls SecondarySch | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Ruriene Day  | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Thuura Day SecondarySch | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Bishop Lawi Imathiu Primary | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Kambiti Primary School | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Karima Ga Ntwiko Primary School | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Mulathankari Primary | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Meru School For The Mentally Challenged | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Chugu Boys  | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Chung’ari Day Secondary School | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Kaaga Boys  | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Kaaga Girls | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Mulathankari Girls Secondary School | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Munithu Day Secondary School  | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Mwithumwiru Day Secondary School | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Ngiine Day Secondary School | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Runogone Day Secondary School | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Meru School | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| Gachanka primary school, | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| CCM Muringobugi primary school, | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| CCM Township primary school, | Planting indigenous and exotic trees  | 30,000.00 | Ongoing |
| **Total** |   | **1,500,000.00** |  |
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| **Project Name** |  **Project Activity**  | **Amount allocated** | **Status** |
| Bursary Secondary Schools | Payment of bursary to needy student | 12,703,000.00 | Ongoing |
| Bursary Tertiary Schools | Payment of bursary to needy student | 9,000,000.00 | Ongoing |
| **Total** |   | **21,703,000.00** |  |
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| **Project Name** |  **Project Activity**  | **Amount allocated** | **Status** |
| NGCDF Vehicle | additional funds to purchase of North Imenti NGCDF Vehicle  | 3,500,000.00 |   |
| **Total** |   | **3,500,000.00** |   |
|  |  |  |  |
| **Project Name** | **Project Activity**  | **Amount allocated** | **Status** |
| Emergency | To cater for any unforeseen occurrences in the constituency during the financial year | 4,568,965.52 | Ongoing |
| **Total** |   | **4,568,965.52** |  |
|  |  |  |  |
| **Project Name** | **Project Activity**  |  **Amount allocated**  | **Status** |
| Kirige Boys Secondry School | Completion of one classes walling plastering doors windows and painting- |  **500,000**  | **ongoing** |
| Kirige Day Secondary School | Construction off one classroom  |  **600,000**  | **New** |
| CCM Meru Town Ship Day secondary School | Roofing of dining hall  |  **600,000**  | **Ongoing**  |
| Kinoru Day Secondary School | Extention of the administration Block |  **500,000**  | **Ongoing**  |
| Gachanka Day Secondary School | Completion of administration block – roofing  |  **600,000**  | **Ongoing**  |
| Mwirene Day Secondary | Completion of dinning hall- (plastering floor and window panes,) 500,000 completion of laboratory (water and gas systems)400,000  |  **900,000**  | **Ongoing**  |
| Mwiteria day secondary school | Completion of part of the administration block –plastering painting, floor and windows and doors |  **600,000**  | **Ongoing**  |
| Nkabune Day secondary school | Construction of a 4 door toilet |  **200,000**  | **New** |
| Gikumene girls secondary school | Construction of a classroom |  **600,000**  | **New** |
| CCM Irinda day secondary school | Foundation of administration block 500,000 and completion of 6 door toilets 200,000 |  **700,000**  | **Ongoing** |
| NGONYI boys secondary school | Construction of a classroom  |  **600,000**  | **New**  |
| Ntakira Day SecondarySchool | Construction of toilets 8 door |  **500,000**  | **New**  |
| Kiamiriru day secondary school | Construction of a class room 600,000 and completion of lab class painting floors chamber -200,000 |  800,000  | **New** |
| Giaki girls secondary school | Toilets construction 5 door toilet |  500,000  | **New**  |
| Kathirune day secondary school | Toilets construction 5 door toilet |  400,000  | **New** |
| Nkabune girls secondary school | Construction of staffroom foundation |  600,000  | **New** |
| Rwanyange day secondary school` | Renovation of 2 classes to computer Lab |  200,000  | **New** |
| Thuura boys secondary school | Charter to the 1st floor |  500,000  | **Ongoing** |
| Thuura Day SecondarySch | Staffroom construction |  500,000  | **Ongoing**  |
| Bishop Lawi Imathiu Saecondary | Kitchen construction |  500,000  | **New** |
| Chugu boys secondary school | Construction of a classroom |  600,000  | **New** |
| Chungari day secondary school  | Construction of toilets 4 door  |  200,000  | **New** |
| Kaaga girls secondary school  | Administration block painting  |  1,000,000  | **Ongoing** |
| Ngiine Day Secondary School | Administration block construction  |  500,000  | **Ongoing**  |
| Mwithumwiru Day Secondary School | Construction of a classroom  |  600,000  |  |
| Runogone day secondary school  | Completion of the administration block plastering and flooring |  500,000  | **Ongoing**  |
| Meru school | Construction of a dormitory  |  1,000,000  | **New**  |
| **Total** |   |  **15,300,000**  |   |
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| **Project Name** | **Project Activity**  |  **Amount allocated**  | **Status** |
| CCM Gitoro Primary School | Renovation of 8 classes, (painting, floors repairs, replacement of doors) |  500,000  | **ongoing** |
| CCM Meru Township Primary School | Perimeter wall,600,000, toilet for the special children 200,000 |  800,000  | **New**  |
| DEB Township Primary School | Replacement of asbestos roof to 4 classes 600,000 construction of a 6 door toilet 300,000 |  900,000  | **ongoing** |
| Kinoru Primary School | renovations of 6 classrooms painting, doors floors repairs replacement of windows panes -500,000 |  500,000  | **ongoing** |
| Meru Muslim Pry Sch | Completion of 2 classes plastering windows and doors and painting 600,000 protection wall 100,000 |  600,000  | **Ongoing** |
| meru primary school  | Construction of 6door toilet block for boys |  500,000  | **New** |
| Good Shepherd Primary | Renovation of two classes from timber to masonery  |  600,000  | **New** |
| Gachanka Primary | Face-lifting – keying and facial board |  150,000  | **Ongoing** |
| Muringombugi Primary School | Construction of a new class for special children |  600,000  | **New** |
| mwirine pimary  | completion of dining hall plastring ,window panes |  200,000  |  |
| mwiteria primary  | construction of a classroom |  600,000  |  |
| C.C.M Thege Pry School | Completion of 3 classes plastering painting ,and doors 200,000 construction of 4 door toilets 200,000 |  400,000  | **Ongoing** |
| Gikumene primary school | Construction of 6 door toilet block,500,000 renovation of 6 classes (painting replacement doors and windows 300,000 |  800,000  | **New**  |
| CCM Irinda Primary | Replace ment of roof to 5 classes |  500,000  | **0ngoing** |
| Kainginyo boarding primary school | Construction of toilets for boys 6 door toilets |  300,000  | **New** |
| Kainginyo primary school | Construction of 2 blocks toilets of 4 doors each  |  500,000  | **New** |
| Kathurine primary school | Renovation of 2 classes and staff room plastering doors and windows 200,000 construction of a 4 door toilet -200,000 |  400,000  | **New** |
| Mukongorone primary school  | Renovation of 5 classes roofing  |  400,000  | **New** |
| Mpruri primary school | Completion of staff ablution block 200000replacement of wooden doors with steel doors 300,000 |  500,000  | **Ongoing** |
| Mwiramwanki primary school | Toilet construction 4 door |  200,000  | **New** |
| Nchaure Primary School | Renovation of plastering doors and and window replacement |  500,000  | **New** |
| Nthimbiri primary school | Construction of a kitchen |  250,000  | **New** |
| Ngonyi primary school | Completion of ablution block plastering roof and painting250,000 teachers wash room 200,000 |  450,000  | **Ongoing** |
| Kiamiriru primary school | Construction of toilets staff 200,000 renovation of 5 classes plastering doors windows and floors500,000 |  700,000  | **Ongoing**  |
| Ciothirai Primary SCHOOL | Renovation of 4 classes plastering doors and windows  |  300,000  | **Ongoing**  |
| Gachua Primary School | Toilets construction 4 door  |  200,000  | **Ongoing**  |
| Giaki primary school | Renovation of 2 classes plastering floors doors and windows |  200,000  | **New** |
| Kathurine primary school | Construction of a 4 door toilets (200,000), renovation of 4 classes plastering and painting 200,000 |  400,000  | **New** |
| Nkabune primary school  | Construction of a class for special children |  600,000  | **New**  |
| Nthamiri Primary School | Completion of 2 classes windows doors plastering and painting |  200,000  | **Ongoing** |
| Ruriine primary school | Toilets construction 4 door |  200,000  | **Ongoing**  |
| Rwanyange Primary School | Toilets construction 4 door |  200,000  | **Ongoing** |
| Thuura primary school | Renovations of 4 classes plastering painting and floor |  200,000  | **Ongoing** |
| Gichunge Primary School | Staffroom construction – extension  |  300,000  | **New**  |
| Kaaga primary school | Face lifting keying and windows to 10 classes |  250,000  | **Ongoing**  |
| Mwithumwiru Primary School | painting of the school,300,000 |  300,000  | **Ongoing**  |
| Kaaga School For The Deaf | Dormitory completion to plastering and painting  |  400,000  | **Ongoing**  |
| Kithoka primary school | Construction of a classroom for special children  |  600,000  | **Ongoing**  |
| Meru School For The Mentally Challenged | renovation of dormitory floors and painting  |  500,000  |  |
| Ngiine Primary School | completion of floors plaster and windows 4 classes |  300,000  | **Ongoing**  |
| Runogone primary school | Renovation of 5 classes replacement of doors and windows  |  200,000  | **New**  |
| **Total** |   |  17,200,000  |   |
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| **Project Name** | **Project Activity**  |  **Amount allocated**  | **Status** |
| Kaaga Assistant Chief | completion of office(electricity and painting )-100,000 extension to accommodate kongoacheke assistant chief- 400,000 |  500,000  | Ongoing  |
| Kirima Assistant Chiefs Office | completion of office painting windows electricity |  200,000  | Ongoing |
| Kirimene Chiefs Office | Fencing  |  300,000  | New |
| Kiringa Assistant chiefs Office | Fencing  |  100,000  | New  |
| Mwirine police Camp | Extension of AP Houses |  500,000  | Ongoing |
| Mwiteria chiefs camp | Construction of one unit of Ap houses  |  500,000  |   |
| Gitugu Assistant Chiefs Office | Completion of the office (office partitioning, painting and window panes ,  |  **300,000**  | **Ongoing** |
| kirugua assistant chief | Fencing of the chiefs compound |  **400,000**  | **Ongoing**  |
| Lower Nchaure Assistant Chiefs Camp | Fixing doors and windows to the assistant chiefs office |  **400,000**  | **Ongoing** |
| Magundu Assistant Chiefs Office | Completion of the assistant chiefs office(painting plastering doors and windows)- 200,000, extension to host chief,500,000 |  **700,000**  | **Ongoing** |
| Mpuri chiefs office | Construction of A police unit |  **500,000**  | **New** |
| NtakiraAp Post | Extention of an AP House  |  **350,000**  | **New** |
| Thuura Chiefs Camp | completion of office painting ceiling velander |  **250,000**  | **Ongoing**  |
| Chugu Chiefs Office | Completion of the office plastering painting windows and doors |  **200,000**  | **0ngoing**  |
| Gakurine Police Post | Extention of AP office  |  **400,000**  | **Ongoing** |
| Themba assistant chiefs office | Construction of chiefs office |  **500,000**  | **Ongoing** |
| Kaaga chiefs office | Completion of the office roofing construction of  |  **500,000**  | **Ongoing**  |
| Mulathankari Chiefs Office | Completion of chiefs office painting  |  **200,000**  | **Ongoing**  |
| Gankere chiefs office  | Extention of the chiefs office |  **400,000**  | **Ongoing**  |
| Kienderu Police Post | Replacement of doors and windows  |  **100,000**  | **Ongoing**  |
| Runogone chiefs office  | Extention of the office to accommodate the assistant chief |  **250,000**  | **Ongoing**  |
| **Total**  |   | **7,550,000**  |   |
| **Project Name** |  Project Activity  | **Amount allocated** | Status |
| ICT HUB | Installation of 4 ICT Hubs in North Imenti Constituency  | **4,677,027.20** | New |

**MIN / NINGCDF /3/02/02/2018 RESUBMISSIONS**

Members noted that the fund that had been allocated for roads in the last financial year had been declined and after deliberations they agreed that they be reallocated to purchase of NGCDF Vehicle.

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| **Project Name** | **Project Activity** | **Amount Allocated** | **Status**  |
| Kiambogo Bridge | Additional funds to Construct a bridge connecting karirwara primary and kirimaitune primary | 2,000,000.00 | Ongoing |
| Karirwara Bridge | Additional funds to Construct a bridge connecting karirwara primary and kirimaitune primary | 2,000,000.00 | Ongoing |
| Ntere Park - CDF Office Calvert | Putting Calvert to cross to the CDF office and Meru primary, Meru Muslim primary and secondary. | 150,000.00 | New |
| Total  |  | 4,150,000.00 |  |

**MIN / NINGCDF /4/02/02/2018 STAFF RECRUITMENT**

Members were informed that the staff had reported to work on first and had been oriented by the fund manager. Members requested the fund manager fully engage them and ensure that they follow instructions and duties

The salaries were as follows

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| --- | --- | --- | --- | --- | --- |
| **NAME** | **DESIGNATION** |  | **COM ALLO** | **HOUSE ALLO** | **GROSS PAY** |
| **BASIC** |
|   |   |   |   |   |   |
| Silas Kaimenyi  | Account Assistant | 29,000 | 4,000 | 6,000 | 39,000 |
| Frankline Munene | Clerk Of Works | 24,000 | 4,000 | 5,000 | 33,000 |
| Sophia Kawira  | Secretary | 21,000 | 4,000 | 5,000 | 30,000 |
| Ann Makena  | Clerical Officer | 21,000 | 4,000 | 5,000 | 30,000 |
|   |   |   |   |   | 132,000 |
| **TOTAL** |  |  |  |   |

**MIN / NINGCDF /5/02/02/2018 AOB**

BURSARIES

Members noted that the activity would continue the following week after members were tasked with a responsibility of identifying 30 needy students per ward to benefit from the bursary for the next three or four years.

The chairman thanked members for their participation and input, the fund manager noted that the document would be sent to Head office soonest possible after it had been approved by the board. He agreed

Friday and informed the chairman and the secretary they would be required to sign on the minutes and the proposals where necessary

 There being no other business the meeting was adjourned at 1500HRS with a word of prayer Mr. the chairman Elias Kathurima.

Minutes prepared by

MRS FARIDAH KANANU Mr. ELIAS KATHURIMA

**CDFC SECRETARY CDFC CHAIRMAN**