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## Masinga Market P. O. Box 121 Masinga Email: masingacdf@gmail.com

**NG- CDFC MEETING HELD ON 16/JANUARY/2018 AT THE CDF OFFICE.**

**Members present**

1. Stephen Mutuku Ndeto Chairman
2. Ruth Syombua Munguti Secretary
3. David Mbith Kikungu Member
4. Elizabeth Muthue Muoka Member
5. Richard Mutua Mukumu Member
6. Patricia Mbenya Peter Member
7. Winfred Wanzila Nthale Member
8. Jacob Narengo D.C.C
9. Ezekiel K .Mwangangi Fund Account Manager
10. Urbanus Musyoki Member

**Agenda**

1. Preliminary
2. Opening remarks
3. Reading and Confirmation of the previous Minutes
4. Matters arising from the previous Minutes
5. Project proposals for the financial year 2017/2018
6. Any other business

**MIN1:/16/01/2018: PRELIMINARIES.**

The chairman called the meeting to order at 12:30 pm and Madam Ruth Munguti said the opening prayer.

**MIN: 2/16/01/2018 OPENING REMARKS.**

1. **Chairman opening remarks**

The chairman thanked everyone for their continued support and being there whenever called. He urged members to work in collaboration with each other for better and successful work. He then invited the fund manager to make his statement.

1. **Fund manager remarks.**

The Funds Manager once gain thanked members for attending to the day’s meeting, he thanked them for participating in the Public BARAZAS Meetings, He mentioned that the public appreciated a lot for their involvement in matters development and the need to have such meetings to educate them on CDF he went ahead and said the Fund was creating a lot of impact to the needy and the under privileged in the society especially the Education sector through bursaries, construction and renovation of existing facilities and encouraged the committee to allocate more resources to the sector, he also proposed to the committee to do few projects but which would create a lot of impact to the society.

**MIN: 3/16/01/2018: READING AND CONFIRMATION OF THE PREVIOUS MINUTES.**

The minutes of the previous minutes were read by the secretary, confirmed by ***Elizabeth Muthue and*** seconded by ***Richard Mutua*** as true records of what was deliberated.

**MIN: 4/16/01/2018: MATTERS ARISING FROM THE PREVIOUS MINUTES.**

There were no matters arising from the previous minutes.

**MIN: 5/16/01/2018: PROJECT PROPOSALS FOR THE FINANCIAL YEAR 2017/2018.**

The chairman requested each member to have an open mind as they went through ward report as it was put forward by the fund’s manager. He also urged members to consider equity in the allocation of funds; he also mentioned the need to allocate funds to complete a project within one year financial cycle, after a lengthy discussion the committee proposed the following projects for the approval by the CDF Board.

**Office Administration/ Recurrent.**

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| **Project Name** | **Project Number** | **Activity**  | **Amount** | **Status** |
| Employees Salaries | 4-016-075-2110000-100-2017/2018-001 | Payment of staff salaries and gratuity  | 2,438,000.00 | On-going |
| Goods and Services | 4-016-075-2210000-100-2017/2018-002 | Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea, etc.   | 1,000,000.00 | On-going |
| Purchase of Computers | 4-016-075-3111000-100-2017/2018-003 | Purchase of CDF 2 Laptops | 80,000.00 | New |
| NSSF | 4-016-075-2120101-100-2017/2018-005 | Payment of NSSF Deductions | 160,000.00 | On-going |
| NHIF | 4-016-075-2120201-100-2017/2018-006 | Payment of NHIF Deductions | 31,200.00 | On-going |
| Committee Expenses | 4-016-075-2210802-100-2017/2018-007 | Payment of Committee sitting allowances, transport, conferences | 1,499,420.00 | On-going |
|  **TOTAL** | **5,208,620.00** |  |

**Monitoring and Evaluation**

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| **Project Name** | **Project Number** | **Activity**  | **Amount** | **Status** |
| Goods and services | 4-016-075-2210000-111-2016/2016-001 | Purchase of fuel , repairs and Maintenance , printing , stationary , Airtime , travel and subsistence | 680,000.00 | On-going |
| Committee expenses | 4-016-075-2210802-111-2016/2017-002 | Payment of Committee allowances , Transport , conferences | 1,124,310.00 | On-going |
| CDFC/ PMC Capacity Building | 4-016-075-2210700-111-2016/17-003 | Undertake Training  of PMCs/CDFCs on Related issues | 800,000.00 | On-going |
| **TOTAL** | **2,604,310.00** |  |

**Emergency Funds**

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| **Project Name** | **Project Number** | **Project Activity** | **Amount Allocated** | **Status** |
| Emergency  | 4-016-075-2640200-101-2017/2018-001 | To cater for any unforeseen occurrences in the constituency during the financial year  | 4,568,965.52 | On-going |
|  **TOTAL** | **4,568,965.52** |  |

**Sports**

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| **Project Name** | **Project Number** | **Project Activity** | **Amount Allocated** | **Status** |
| Constituency Sports Tournament | 4-016-075-2640509-112-2017/2018-001 | Carry out Constituency Sports tournament and the winning teams/schools to be awarded with trophies, balls, and games kits | 1,736,206.00 | On-going |
|  **TOTAL** | **1,736,206.00** |  |

**Bursary**

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| **Project Name** | **Project Number** | **Project Activity** | **Amount Allocated** | **Status** |
| Bursary Secondary Schools | 4-016-075-2640101-103-2017/2018-001                  | Payment of bursary to needy student | 5,306,900.10 | On -going |
| Bursary Tertiary Schools | 4-016-075-2640102-103-2017/2018-002                   | Payment of bursary to needy student | 19,000,000.00 | On-going |
|  **TOTAL**  | **24,306,900.10** |  |

**Education Primary**

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| **Project Name** | **Project Number** | **Project Activity** | **Amount Allocated** | **Status** |
|  Ndungoni Primary School | 4-016-075-2630204-104-2017/2018-001 | Construction of 2 Classrooms to Completion | 1,800,000.00 |  New |
| Kaliluni Primary School | 4-016-075-2630204-104-2017/2018-002 | Renovation of 3 Classrooms ( Putting up of a new roof , flooring , windows , doors , plastering and painting)  | 1,200,000.00 | New |
| Itooma Primary School | 4-016-075-2630204-104-2017/2018-003 | Renovation of 3 Classrooms ( Putting up of a new roof , flooring , windows , doors , plastering and painting) | 1,200,000.00 |  New |
| Masinga Primary School | 4-016-075-2630204-104-2017/2018-004 | Construction of Girls Dormitory to Completion | 1,572,110.00 | New |
| Misewani Primary School | 4-016-075-2630204-104-2017/2018-005 | Renovation of 2 Classrooms( Putting up of a new roof , flooring , windows , doors , plastering and painting) | 700,000.00 | New |
| Kingutheni Primary School | 4-016-075-2630204-104-2017/2018-006 | Construction of 2 Classrooms to Completion | 1,800,000.00 | New |
| Kivani Primary School | 4-016-075-2630204-104-2017/2018-007 | Construction of 2 Classrooms to Completion | 1,800,000.00 | New |
| Kiambani Primary School- Ground Leveling | 4-016-075-2630204-104-2017/2018-008 | Ground Leveling of the School Compound | 1,736,206.00 | New |
| Kithyoko Primary School | 4-016-075-2630204-104-2017/2018-009 | Construction of 4 Door Toilet to Completion | 600,000.00 | New |
| Eendei Primary School | 4-016-075-2630204-104-2017/2018-010 | Construction of 4 Door Toilet to Completion | 600,000.00 | New |
| Iiani Primary School Kivaa | 4-016-075-2630204-104-2017/2018-011 | Construction of 4 Door Toilet to Completion | 600,000.00 | New |
| Kyuasi Primary School | 4-016-075-2630204-104-2017/2018-012 | Construction of 4 Door Toilet to Completion | 600,000.00 | New |
| Kimuuni Primary School | 4-016-075-2630204-104-2017/2018-013 | Construction of 4 Door Toilet to Completion | 600,000.00 | New |
|  **TOTAL** | **14,808,316.00** |  |

**Education Secondary**

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| **Project Name** | **Project Number** | **Project Activity** | **Amount Allocated** | **Status** |
| Kivaa Secondary School | 4-016-075-2630205-104-2017/2018-001 |  Construction of 10 Door Toilet for Girls and 4 Door Toilet for staff ( Ksh 1000,000 for Girls Toilet and Ksh 600,0000 for staff toilets) | 1,600,000.00 | New |
| Mutwamwaki Secondary School | 4-016-075-2630205-104-2017/2018-002 |  Completion of admin block (Roofing ,Plastering , putting up of doors , widows , flooring and painting) | 1,500,000.00 | On-Going |
| Musingini Secondary School | 4-016-075-2630205-104-2017/2018-003 | Construction of 1 Classroom to Completion |  900,000.00 | New |
| Muthembwa Secondary School | 4-016-075-2630205-104-2017/2018-004 | Construction of 4 Door Toilet to Completion |  600,000.00 | New |
|  **TOTAL** | **4,600,000.00** |  |

**Education Tertiary**

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| **Project Name** | **Project Number** | **Project Activity** | **Amount Allocated** | **Status** |
| Masinga Technical Training College | 4-016-075-2630206-104-2017/2018-001 | Fencing of the compound ( 10 acres)with chain Link, Concrete poles and also putting up a gate  | 1,500,000.00 | New |
|  **TOTAL** | **1,500,000.00** |  |

**Security**

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| **Project Name** | **Project Number** | **Activity** | **Amount** | **Status** |
| Kithyoko Police Post | 4-016-075-2640507-113-2017/2018-001 | Construction of staff quarters ( a block of 3units each with two bedrooms) for the Kenya police at Kithyoko town | 1,500,000.00 | New |
| Kaewa Ass Chiefs Office | 4-016-075-2640507-113-2017/2018-002 | Construction of Ass Chief Office to Completion with a Police Cell to Completion | 1,500,000.00  | New |
| Musingini Ass Chiefs Office | 4-016-075-2640507-113-2017/2018-003 | Construction of Ass Chiefs Office to Completion |  500,000.00 | New |
| District Commissioners Residence | 4-016-075-2640507-113-2017/2018-004 | Renovation of District Commissioners residence , fencing and water harvesting( Ksh 700,000 for renovation, 500,000 for fencing and Ksh 300,000 for water harvesting) | 1,600,000.00 | New |
| **TOTAL**  | **5,100,000.00** |  |

**ICT Hubs**

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| **Project Name** | **Project Number** | **Activity** | **Amount** |  **Status** |
| Constituency ICT HUBS | 4-016-075-2211311-108-2017/2018-001 | An allocation to cater for 4 ICT innovation Hubs in collaboration with Telecom Kenya | 4,677,027.20 | New |
|  **TOTAL** | **4,677,027.20** |  |

**CDF office Block**

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| **Project Name** | **Project Number** | **Activity** | **Amount** | **Status** |
| NG-CDF Masinga Office Block | 4-016-075-3110202-108-2017/2018-001 | Construction of a new office block for the Ng-CDF office  | 8,000,000.00 | New |
|  **TOTAL** | **8,000,000.00** |  |

**CDF Vehicle**

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| **Project Name** | **Project Number** | **Activity** | **Amount** | **Status** |
| Ng-CDF Vehicle | 4-016-075-3110701-108-2017/2018-001 | Purchase of a new Ng-CDF Vehicle (Ford Everest) for projects Monitoring | 6,200,000.00 | New |
|  **TOTAL** | **6,200,000.00** |  |

**Strategic Plan**

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| **Project Name** | **Project Number** | **Activity** | **Amount** | **Status** |
| NG-CDF Masinga Strategic Plan | 4-016-075-2211310-108-2017/2018-001 | Preparation of a 5 Year Strategic Plan for the Constituency (2017-2022) | 3,500,000.00 | New |
|  **TOTAL** | **3,500,000.00** |  |

**MIN: 6/16/01/2018 ANY OTHER BUSINESS.**

There being no matters to be discussed the meeting ended at 4:00pm with a word of prayer said by David Kikungu.

**Minutes written by**…………………………………Ruth Syombua Munguti

Secretary

**Minutes confirmed by**……………………………… Stephen M. Ndeto

Chairman.