

NDARAGWA CONSTITUENCY DEVELOPMENT FUND MINUTES OF THE MEETING HELD ON 24TH

JANUARY 2022 AT CDF COMMITTEE ROOM

MEMBERS PRESENT.

- | | |
|-------------------|---------------|
| 1. JOSHUA MAGU | CHAIR PERSON |
| 2. CYRUS NDUN'GU | MEMBER |
| 3. EMILY NJAMBI | MEMBER |
| 4. MARGRET WAMBUI | MEMBER |
| 5. SUSAN NJERI | MEMBER |
| 6. PETER KARIUKI | MEMBER |
| 7. FRANCIS MWANGI | MEMBER. |
| 8. KIRAGU MWANGI | FAM/SECRETARY |
| 9. WALTER NGAIRA | MEMBER/DCC |

In attendance

- | | |
|---------------------|---------------------|
| 1. ANTHONY NGUNJIRI | District accountant |
|---------------------|---------------------|

AGENDA

1. PRAYERS PRELIMINARIES
2. MATTERS ARISING
3. PROJECT
4. SALE OF THE CDF VEHICLE
5. AOB



MIN 06/ NDA.NG-CDFC/ JAN /2022 PRAYERS AND PRELIMINARIES

The chairman called the meeting to order at 10:30AM. He led the meeting with a word of prayer.

Chairman

The Chairman welcomed members to the meeting and thanked them for their coming.

The chairperson introduced the agendas for the day's meeting and members adopted them.

MIN 07/ NDA.NG-CDFC/ JAN /2022 READING AND CONFIRMATION OF THE PREVIOUS MINUTES

The fund manager took members through the minutes of previous meeting held, These were confirmed as the true record of the days deliberations, proposed by Susan Njeri and seconded by Francis Mwangi as the true records of the day's deliberations.

MIN 08/ NDA.NG-CDFC/ JAN /2022 MATTERS ARISING

MONITORING AND EVALUATION

Members noted that the monitoring was going well and the remaining part would be completed in the course of the week

MIN 09/NDA.NG-CDFC/ JAN /2022 PROJECTS

Makereka primary school

Members noted that during reallocation of the bursaries of 2020/21 the approval letter omitted makereka primary school completion of class Kshs 400,000



members agreed that the fund manager to write the board requesting for approval letter of the same

NDIVAI SECONDARY SCHOOL

Members noted that during proposal writing Ndivai secondary school was allocated Kshs 3,500,000 to construct a dining hall instead of **Aberdare high school** . Members noted that Ndivai secondary school had been allocated funds in the financial year 2020-21 and the project was under construction and almost complete. Members agreed that the office communicate with the board to change the project name.

NGCDF VEHICLE

Members were informed that the board had noted that the amount that was allocated to the vehicle was in excess of Kshs 110, 000 from the contract price of Kshs 10,890,000 member agreed that the balance be used to buy a 10,000 Litres water tank and its fittings for the NGCDF Office resubmission from NGCDF office hall

MIN 10 /NDA.NG-CDFC/ JAN /2022 SALE OF THE NGCDF VEHICLE

Members were informed that the approval of the vehicle would be conditional since the office was required to commence the sale of the old vehicle after deliberations members agreed that an adhoc committee be made to start the process members agreed that the members to be the FAM, procurement officer, auditor, sub county accountant, chairman and internal auditor as members were tasked to start their process by Monday 31st JAN 2022 and complete the process before end of February

MIN 11 /NDA.NG-CDFC/ JAN /2022 PAYMENTS

Members were informed of the following payments

STEPHEN KAARA NJOROGE	20,000.00
KPLC	5,000.00
JOSHUA MAGU	14,000.00



COOPERATIVE BANK (SALARIES)	211,720
MONITOING AND EVALUATION	250,000
SHARK CO LTD	100,000
ABERDARE HIGH SCHOOL	150,000
ABERDARE MIXED SECONDARY SCHOOL	50,000
COMMITTEE ALLOWANCES	104,000

Members approved the payments

MIN 12 /NDA.NG-CDFC/ JAN /2022 AOB AND ADJOURNMENT

The chairman thanked members for the participation. There being no other business the meeting ended at 01:00pm with a word of prayer conducted by Ms. Emily Njambi.

Minutes prepared and signed by



Mr. Kiragu Mwangi
CDFC SECRETARY



Mr. Joshua Magu
CDFC CHAIRMAN

