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| *Description: CDF logo 4 MsWord*  ***NG-CDF*** | ***National Government Constituencies Development Fund***  ***Naivasha******Constituency***  *P.O Box 1918*  *NAIVASHA*  ***Tel:*** *……………………………………………… |* ***Cell****: …………………………*  ***Email****: cdfnaivasha@ngcdf.go.ke |* ***Website:*** *………………………* |

**MINUTES OF NAIVASHA NG-CDFC MEETING HELD ON 25TH MARCH 2021 AT 2.00 PM IN THE BOARDROOM**

**PRESENT**

1. MR. PETER NGUGI - FAM
2. MR. ALEX MBUGUA - CHAIRMAN
3. MR. PATRICK KIARA - SECRETARY
4. MR. RICHARD CHEGE - MEMBER
5. MS. RECHO KABURA - MEMBER
6. MS. JUDITH GESARE - MEMBER
7. MR. AMOS SHAYO - MEMBER
8. MS. MARGARET MATHE - MEMBER

**AGENDA**

1. Preliminaries
2. Confirmation of the previous minutes
3. Matters arising
4. M&E reports
5. Bursaries
6. Financial report
7. Emergencies
8. Next meeting
9. Adjournment

**MIN NVS NG-CDFC: 2021/03/25 – 01: PRELIMINARIES.**

The meeting was called to order at 3:00 pm with a word of prayer by Ms. Recho Kabura. Members were welcomed to the meeting.

**MIN NVS NG-CDFC: 2021/03/25– 02: CONFIRMATION OF THE PREVIOUS MINUTES.**

The minutes of the previous meeting were read and confirmed as a true record of the previous meeting. The minutes were proposed and seconded by Ms. Judith Gesare and Amos Shayo respectively.

**MIN NVS NG-CDFC: 2021/03/25 – 03: MATTERS ARISING.**

1. ***MIN NVS NG-CDF 2021/01/08 -: GATHIMA PRIMARY SCHOOL.***

It was reported that the report had not yet been availed.

1. ***MIN NVS NG-CDF 2021/01/09 -: NGEYA PRIMARY SCHOOL***

It was reported that NG-CDFC report was yet to come.

1. ***MIN NVS NG-CDF 2021/01/09 -: KINAMBA CHIEFS OFFICE.***

It was agreed that the original proposal be effected.

**MIN NVS NG-CDFC: 2021/03/25– 04: M/E REPORTS.**

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| **PROJECT NAME** | **PROJECT STATUS** |
| Highway Secondary School | Slab stage |
| Kihara Secondary School | Complete |
| Sission Police Post | 80% Complete |
| Narasha Secondary School | 80% Complete |
| Maiella Central Primary School | 90% Complete |
| Mwiciringiri Primary School | Complete |
| Maiella Township Primary School | 90% Complete |
| Ndabibi Main Primary School | 70% Complete |
| Munyu Secondary School | 90% Complete |
| Governor Secondary School | Complete |

**MIN NVS NG-CDFC: 2021/03/25 – 05: FINANCIAL REPORTS.**

It was reported that Kshs. 43,400 had been received, it was resolved that projects be advertised for purposes of inviting prospective bidders. The committee emphasised that all should be undertaken with covid-19 protocols in high consideration.

**MIN NVS NG-CDFC: 2021/03/25 – 06: EMERGENCIES.**

It was agreed that the identified emergency cases be commenced without delay now that K.C.P.E exams has been concluded. See MIN NVS NG-CDFC 2020/02/08 -09, also Kijabe township secondary school request for two 10,000-litre water tanks and guttering were approved at kshs. 600,000. Ngondi Primary School

**MIN NVS NG-CDFC: 2021/03/25 – 07: NEW PROJECT.**

It was reported that the National Board had reminded the constituency that Kshs 1,600,000, an allocation of 2015/2016, had not been claimed for all the time. This was after the projects that had been proposed by then were returned with advisory;

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| **Maraigushu Market Kshs.500,000-Fencing of the market-Conditional approval.CDFC to forward a letter of concurrence from the Sub County Administrator** | **Issues Not Cleared** |
| **Kinamba Market Kshs.500,000- Fencing of the market-Conditional approval.CDFC to forward a letter of concurrence from the Sub County Administrator** | **Issues Not Cleared** |
| **Namucha Community Hall - Fittings and painting the hall - 100,000 - CDFC to forward more information on ownership and management of project** | **Issues Not Cleared** |

Upon consideration of the projects it was noted that all the projects , that is ,

1) **Maraigushu Market Kshs.500,000-Fencing of the market-,**

**2)** **Kinamba Market Kshs.500,000- Fencing of the market** ,

**3) Namucha Community Hall - Fittings and painting the hall**

had been rendered off the National Government functions .

On the issue of audit fee, it was noted to have been droped and amounts allowed for other use( change of priority)

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| **Audit Fee - Kshs 500,000 - CDFC to adhere the Circular Reference: CDFB-CEO/GENERAL/013 (04) sent on August 19th,2015.CDFC are advised to forward other viable projects for funding for the equivalent amount** | **Issues Not Cleared** |

With that notion in place , the committee re-evaluated the project and had a resolution to have the funds allocated to another project. Members addressed the needs of Shermoi Primary School in terms of toilets. After the withdrawal of assistance by the flower farm , the situation in the school has worsened. There is dire need for pit latrines. The committee resolved to consider construction of pit latrines and also to have one toilet for the physically challenged.

The committee resolved to do 16 door toilets at Shermoi Primary School , with special needs toilet being among the toilets to be done This is a containment measure against Covid -19 pandemic.

**MIN NVS NG-CDFC: 2021/03/25 – 08: NEXT MEETING.**

The date for the next meeting will be communicated once decided.

**MIN NVS NG-CDFC: 2021/03/25 – 09: ADJOURNMENT.**

There being no other business, the meeting ended at 5:00pm with a word of prayer by Ms. Judy Gesare.

Recorded by………………………Date…………………Sign………

Confirmed by……………………. Date…………………Sign………