

MINUTES OF WUNDANYI NG-CDF COMMITTEE MEETING HELD ON MARCH 2,2021 AT THE NG-CDF OFFICE BOARD ROOM AT 8.30 AM

MEMBERS PRESENT

- | | |
|---------------------|----------------------|
| 1. Patrick Zighani | Chairman |
| 2. Warren Keke | Secretary |
| 3. Eunice Ngele | NG-CDFC Member |
| 4. Grace Karambu | NG-CDFC Member |
| 5. John Maghanga | NG-CDFC Member |
| 6. Clemence Toto | NG-CDFC Member |
| 7. Grace Tanganyika | NG-CDFC Member |
| 8. Bonface Mdambi | NG-CDFC Member |
| 9. Henry Wanjiku | Fund Account Manager |

AGENDA

1. Preliminaries
2. Reading and confirmation of previous minutes.
3. Matters arising from previous meeting
4. Disbursement of funds from the Board
5. Bursary
6. NG-CDFC Staff
7. Constituency electricity connection
8. Adjournment

MIN 1/NG-CDFC/02/2021: PRELIMINARIES AND PRAYERS

The meeting was called to order at 8.30am and the Chair welcomed all members. Opening prayers were conducted by Mrs. Clemence Toto. The chairman welcomed all the members to the meeting.

He then invited the DCC to make remarks about the corona virus. The DCC reminded members that they should avoid groupings and practice social distancing of one metre. Wearing of face masks should be mandatory in all public places. Also, maintain high standards of hygiene by washing hands and disinfecting surfaces with alcohol based sanitisers and minimising unnecessary movements. The chair then asked the secretary to read the minutes of the previous meeting.

MIN 2/NG-CDFC/02/2021: READING AND CONFIRMATION OF PREVIOUS MINUTES

The secretary read the minutes of the previous meeting. They were confirmed as true record of the meeting by John Mwajembo and seconded by Clemence Toto.

MIN 3/NG-CDFC/02/2021: MATTERS ARISING

There were no matters arising from the previous meeting.

MIN 4/NG-CDFC/02/2021: DISBURSEMENT OF FUNDS FROM THE BOARD

Members were informed that the constituency had received ksh 10,000,000 from the NG-CDF Board. Members voted the money as follows:

S/N O	PROJECT NAME	PROJECT ACTIVITY	AMOUNT
			10,000,000.00
	ADMINISTRATION/ RECCURENT		
1	Employees' Salaries	Payment of staff salaries ksh3,050,000, NHIF and gratuity ksh 750,000	1,100,000.00
2	Committee Allowances	Payment of Committee sitting allowances	1,000,000.00
	MONITORING		
3	Committee Allowances	Payment of Committee sitting allowances	1,000,000.00
4	Emergency (5% of the fund)	To cater for any unforeseen occurrences in the constituency during the financial year	2,400,000.00
	BURSARY		
5	Bursary Secondary Schools	Payment of bursary to needy student	3,000,000.00
6	Bursary Tertiary Schools	Payment of bursary to needy student	1,300,000.00
	ENVIRONMENT		
7	Mbauro Primary School	Rain water harvesting (Guttering 18M length all-round the classrooms- kshs50,000, purchase of one 10,000 litres water tank -kshs100,000, Construction of tank base – kshs50,000)	200,000.00
	TOTAL		10,000,000.00

The members were also informed that the constituency had received the remaining ksh 15,436,216 for the Wundanyi assistant county commissioner complex from the NG-CDF Board. It was approved that the ksh 19,200,000 be transferred to the project account and the project be advertised through an open tender.

S/NO	PROJECT NAME	PROJECT ACTIVITY	AMOUNT
1	WUNDANYI ASSIST. COUNTY COMMISSIONER COMPLEX	Construction of the assistant county commissioner complex	9,200,000
2	WUNDANYI ASSIST. COUNTY COMMISSIONER COMPLEX	Construction of the assistant county commissioner complex	10,000,000
	TOTAL		19,200,000

MIN 5/NG-CDFC/02/2021: BURSARY

The members approved payment of bursary to needy students in various institutions immediately as follows: -

NO	VOTE	INSTITUTION	TOTAL AMOUNT (KSHS)	LIST OF BENEFICIARIES AND INSTITUTIONS
		TOTAL		
1.	Secondary Schools	Day Schools and boarding	833,726	As Attached
2.	Tertiary institutions	Day Schools and boarding	410,000	As Attached

MIN6 NG-CDFC/02/2020: NG-CDFC STAFF

The members of the committee deliberated on the contracts and performance of the NG-CDFC staff. It was noted that the contract of one employees will be expiring on March 30, 2021. Having shown exemplary performance, diligence in their duties the committee approved the renewal of their contracts for two years from April 1, 2021 as follows:

N O.	NAME	POSITION	BASIC SALARY	HOUSE ALLOWANCE	COMMUTER ALLOWANCE	GROSS PAY	JOB GROUP
1	John Mghanga	Clerk of works	34,440.00	6,000.00	4,000	44,440.00	J

The Fund manager was request to issue the staff with the contract letter.

MIN7 NG-CDFC/21/2021: CONSTITUENCY ELECTRICITY CONNECTION

The members of the committee deliberated on the issue of electricity connection to the constituents with the ksh 5,000,000 allocated to the project in the financial year 2020/2021. The project was deferred and NG-CDFC was advised to submit more information on the project and the activities to be done. Members approved the connection of electricity to the following area Msidunyi-Mwatungu-Wuchichi, Kiteghe-Saya, Matasenyei Ngolia and Lukuka Choke villages. It was agreed that once the project is approved by the Board the money be transferred to Rural Electrification Authority for project implementation.

MIN8 NG-CDFC/02/2021: ADJOURNMENT

There being no other business the meeting ended at 11.30Pm with a word of prayer from Mr. John Mwajembo.

MINUTES CONFIRMED BY-

PATRICK ZIGHANI
Chairman NGCDFC

SIGN.....



DATE.. 2/3/2021

WARREN KEKE
Secretary NGCDFC

SIGN.....



DATE.. 2/3/2021