**COUNTY GOVERNMENT OF KIRINYAGA**

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**KERUGOYA/KUTUS MUNICIPAL BOARD**

**MINUTES OF THE KERUGOYA/KUTUS MUNICIPAL BOARD MEETING HELD ON 13th DECEMBER 2018 AT THE DEPUTY GOVERNOR’S BOARDROOM IN KIRINYAGA COUNTY HEADQUARTERS AT KUTUS.**

**MEMBERS PRESENT**

1. Alister M. Murimi Chairman
2. Getrude w. Gatonye Vice Chairperson
3. John Kabui Board Member
4. Daniel Karimi Wanjohi Board Member
5. Christine Wanjiru M Board Member
6. Daniel N. Kimwea Board Member
7. Dickson k. Muriithi Board Member
8. Paul M. Muchira Secretary

**ABSENT WITH APOLOGY**

1. Wambui Murithii Board Member
2. Elijah Kimani Board Member
3. Anthony Gathumbi Ex- Officio Member C.O – Land, Housing & Urban Dev.
4. Rev. Samuel Kanjobe Ex- Officio Member CECM – Land , Housing & Urban
5. Jared Migwi - Ex- Officio Member C.O – Environment & Natural Resources
6. John M. Nganga Ex- Official Member Chief Officer Works

**Min 1/12 Mun BD //18 - Preliminaries**

The meeting started at 10:12am with a word of prayer from M/S Getrude Gatonye. The Chairman laid out the agenda paper and welcomed members to the meeting.

**Min 2/12/ Mun BD /18 – Report from the Manager.**

1. **On demolition of illegal structures on the roadsides.**

The demolition was being done amicably in negotiation with the business community. The consultative meetings between the County Government and Kenya National Chamber of Commerce were in progress on the demolition of the structures.

1. **On supplementary Budget**.

The budget had been forwarded to the executive for approval.

1. **On finances**

The Board had not yet received the KUSP fund. Equally the Board had not received any other Funding for its operations. This has made the Board to strain financially. Municipal Board had quite a number of its meetings allowances unpaid.

**Board Members reactions to Manager’s Report**

1. Municipal Board felt the need to be involved in the demotion of illegal structures.
2. Municipal Board insisted on the need to be fully included on Municipality transactions especially on Land, Revenue and business affairs. Members felt the need for formation of Municipal Land Control Board in future to handle the Municipal Land and plots issues.
3. Municipal Manager to consult on how best the Board can be involved on the Revenue collection for the Municipality even as recruitment of Municipal Staff waits.
4. Municipal staff recruitment and secondment is critical for the Board to move on with its activities.
5. Members felt that the Board was overstraining financially and seeking for financial assistance from Lands Department was critical.
6. Members felt that the Board must be united for the success of all its plans and goals.

**Min. 3/12/ Mun BD /2018 Report from the Chairman**

1. Members must cultivate for a united front in all its activities.
2. Chairman noted the need to visit the Municipal Boundaries to understand the Boundaries fully.
3. There is need to do a strategic plan for the Municipality.
4. Chairman noted the need for the calendar of events for planning purpose
5. Chairman was still following on the Municipal offices issue.
6. Municipal Board training was to continue over the December Month.
7. Chairman was still following on the Municipal staff secondment.

**Response from members**

1. Members felt the Boundaries & Municipality visit was critical and should take place.
2. Chief officer Public works to be consulted to assist with the vehicle for the Municipality.
3. Members felt the need for an equipped Municipal office when funds are available.

**Min.4/12/ Mun BD /18 Reading and confirmation of the minutes for the Board meeting held on 19th October 2018.**

The secretary took the members through the stated minutes.

The minutes were proposed by Mr Daniel Karimi and seconded by Mr Dickson K. Muriithi.

**Matters arising**

On publication of key documents in the County website the Chief of Staff was to communicate on the approval of the publication from the Governors’ office.

**Min 5/12/ Mun BD /18 Reading and confirmation of the minute for the Special Board Meeting held on 5th December 2018.**

The Secretary took members through the stated meeting minutes.

The minutes were proposed by Mr Daniel Kimwea and seconded by M/s Gertrude Gatonye.

**Matters Arising**

Members felt that SUED program was a worthy while program for the county and winning the application would be a great benefit to the Municipality and County at large.

**Min 6/12/ Mun BD /18 Reading and confirmation of the minutes for the Board meeting held on 15th November 2018.**

The Secretary took the members through the stated meeting minutes.

The minutes were proposed by Mr Daniel Karimi and Seconded by Mr John Kabui.

**Matters Arising**

Members declared to have the Kenya School Government, Nairobi deliberations to serve as the Municipal Board Score card for future reference and guidance.

**Min 7/12/ Mun BD /18 Board Committees Formation**

The members composed the following Municipal Board Committees after lengthy deliberations.

**Finance Committee members**

1. Daniel N. Kimwea - Chairman
2. Wambui Muriithi
3. Gertrude Gatonye
4. Chief Officer Enviroment

**Audit, Monitoring & Evaluation Committee members**

1. Dickson k. Muriithi Chairman
2. Elijah Kimani
3. Christine Wanjiru

**Land, Housing & Urban Development members**

1. Daniel Karimi Wanjohi chairman
2. Getrude w. Gatonye
3. John Kabui
4. Chief Officer – Land
5. Representative of Commissioner

**Social Services and Enviroment members.**

1. Wambui Muriithi Chairperson
2. Christine Wanjiru
3. Dickson k. Muriithi
4. Chief Officer Land

**Infrastructure and Transport members**

1. John Kabui Chairman
2. Daniel Karimi Wanjohi
3. Daniel N. Kimwea
4. Chief Officer - Roads and Public Works
5. Representative of County Commissioner

The Municipal Manager shall be the Secretary to all the Board Committees.

**Min 7/12/18 A O B**

Mr John Kabui thanked the chairman for the excellence Municipal Board leadership.

Members appreciated the secretary for sharing relevant documents on time.

There being no any other business the meeting ends at 2:02pm from prayers said by Mr Dickson Muriithi.

**Signed ………………………………….. Signed ……………………………………..**

**Date ………………………………………. Date ……………………………………………**

**Paul M . Muchira Alister M. Murimi**

**SECRETARY CHAIRPERSON**