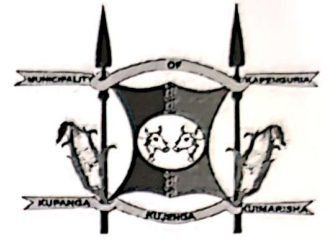




REPUBLIC OF KENYA
COUNTY GOVERNMENT OF WEST POKOT
KAPENGURIA MUNICIPALITY
OFFICE OF MUNICIPAL BOARD



Telephone:
Cellphone:
Email: municipality@westpokot.go.ke
Website: www.kapenguriamunicipality.co.ke
When replying please quote

Office of Municipal Board
Ardhi House
1st Floor, South -Eastern Wing
P.O.BOX 222-30600
KAPENGURIA

MINUTES OF THE 19TH KAPENGURIA MUNICIPALITY FULL BOARD MEETING HELD ON 8TH NOV. 2023 AT ARDHI HOUSE BOARDROOM.

AGENDA

1. Preliminaries
2. Reading and Confirmation of Previous Minutes.
3. Matters arising from the previous Full board meeting
4. Consideration to adopt Human Resource and Gender management Committee Report
5. Consideration to adopt Audit /Risk Management and compliance Committee Report
6. Kapenguria Municipal Managers brief status report
7. Adoption of Kapenguria Municipal By-Laws
8. A.O.B

MEMBERS PRESENT

- | | |
|---------------------------|-------------|
| 1. YATOR KIPTUM DAVID | -CHAIR |
| 2. DORCAS CHEPKEMEI ENDOO | -VICE CHAIR |
| 3. SAMUEL PETOT | -MEMBER |
| 4. MOSES MAKLAP | -MEMBER |
| 5. MARTIN KORWA | -MEMBER |
| 6. RUTO JUSTUS | -MEMBER |
| 7. MATHEW RIONOKAL | -MEMBER |
| 8. LONG'AL DONATO | - SECRETARY |

IN ATTENDANCE

1. LYDIA TABOOT

MEMBERS ABSENT WITH APOLOGY

- 1. ESTHER CHELIMO -MEMBER
- 2. ROSELYNE LOPISTO -MEMBER

MIN.FB 1/11/2023 – PRELIMINARIES

The chairman welcomed members to the meeting and requested a volunteer to open the meeting with a word of prayer at 1:30 pm, the opening prayer was led by Rev. Moses Maklap and thereafter members were asked to do self-introduction.

MIN.FB 2/11/2023 READING AND CONFIRMATION OF PREVIOUS MINUTES.

The Chair Welcomed Members again and asked the Secretary to read the minutes of the 18th Full Board meeting. The secretary read the minutes of the previous Full board meeting and the minutes were proposed for confirmation by Rev. Moses Maklap and seconded by Petot Lomongo.

MIN.FB 3/11/2023 MATTERS ARISING FROM THE PREVIOUS MEETING

- (i) Min.FB 3/09/2023
Agenda should read consideration and adoption of planning and development committee report
-Secretary was requested and not ordered

- (ii) Min.FB 4/09/2023
Should read consideration for adoption

- (iii) Min.FB 5/09/2023
To read as consideration for and adoption of the mainstreaming committee report

- (iv) Min. FB 5/09/2023

Considered for adoption of the Human resource and gender mainstreaming not as an agenda but be amalgamated as discussed in MIN.FB6/09/2023: MANAGERS BRIEF STATUS REPORT

- (V)Min.FB1/09/2023

The meeting sought to know why the decision to change the money which had been set aside for Access roads was changed for something else other than what was agreed upon by the board

Members sought for information of the board that they get informed about the change

Members sought for the preparation of the Kapenguria municipality strategic plan so as to be able to help in resource mobilization to fund activities of the municipalities through many development partners.

Members agreed on the need to look for money to help us fund the strategic plan for the Kapenguria municipality

Meeting emphasized on the need to capacity build the MCAs especially those that fall within the Kapenguria municipality.

Members agreed on the need to always share updates on any municipality issues that crop up from time to time

MIN.FB 4/11/2023- CONSIDERATION TO ADOPT HUMAN RESOURCE AND GENDER MANAGEMENT COMMITTEE REPORT

The Chair called upon the chair of Human resource and Gender management committee to table the committee report.

The Human resource and Gender management committee report was read by the committee chair and after interrogation of the report the full board adopted the report as true reflection of what was discussed

MIN.FB 5/11/2023: CONSIDERATION TO ADOPT AUDIT/RISK AND COMPLIANCE COMMITTEE REPORT

The Chairman of Audit/Risk and Compliance Committee Report Committee tabled the committee report to the full board.

The full board considered the recommendations of the Audit/Risk and Compliance Committee as follows:

- (I) The board needed to have an inventory for the municipality assets
- (II) Members emphasized on the importance of benchmarking with other municipalities that have operated longer than we have been
- (III) Members sought to know if the municipal accountant will be present in future when this committee will be meeting so as to be able to shed light on Audit issues raised by members
- (IV) Members were in agreement on the need to have capacity building for the members of the board of Kapenguria municipality

Consequently, the board adopted the Audit/Risk and Compliance Committee report as true reflection of what was discussed.

MIN.FB 6/11/2023: KAPENGURIA MUNICIPALITY, MANAGERS STATUS REPORT

The secretary took the members through his report by enumerating five projects that have been completed so far; the completed projects include the following:

(i) KUSP II

(ii) KISIP I

(iii) SEURECA EAST AFRICA LTD. a company working on the Kapenguria sewerage has agreed to start working on the Ablution block at Kacheliba Matatu stage

(iv) Kapenguria recreational park, Kacheliba container stalls and the Jacaranda shoe shining booth as well as the Gabroos parking of the Jacaranda grounds

(v) Gabroos Parking at the Kapenguria municipal fire fighting station.

MIN.FB 07/11/2023: CONSIDERATION FOR ADOPTION OF THE KAPENGURIA MUNICIPAL BY-LAWS

The secretary read through the proposed Kapenguria municipal by-laws at which point the members agreed for the need to allow members more time to go through the soft copies of the draft Kapenguria by-laws

Members were in agreement that the matter of Kapenguria by-laws consideration for adoption will form an agenda in the next full board meeting

MIN.FB 08/11/2023 A.O.B

Members unanimously agreed to collaborate in mobilizing for resources for the benefit of Kapenguria Municipality

Meeting emphasized on the need for members punctuality in the subsequent meetings as well as the need for members to reduce prolonged discussion on the agenda.

Meeting tasked the chief officer in charge urban planning to look for a way of facilitating the management of Kapenguria municipality

There being no other business, the meeting adjourned at 6:30 PM.

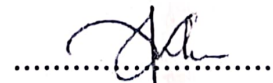
MINUTES CONFIRMED;

07/02/2024

THIS DATE BY



YATOR KIPTUM DAVID
BOARD CHAIR



JOSEPH ERITOM
A.G BOARD SECRETARY