



**COUNTY GOVERNMENT OF KERICHO
KERICHO MUNICIPAL BOARD**

Email: kcomunicipalityboard@kericho.co.ke

**MINUTES OF KERICHO MUNICIPAL FULL BOARD MEETING HELD ON 17TH
MAY, 2024 AT GOVERNOR'S BOARDROOM**

MEMBERS PRESENT

CPA, Peter Korir – KMB Chairman (Chair of the meeting)
Beatrice Langat – KMB Vice-Chair
Hon. Brian Langat – CECM, Lands, Housing and Physical Planning
Cs. Betsy C. Kirui – C.O, Lands, Housing and Physical Planning
Mercy Mutai – KMB Member
Joel K. Soi – KMB Member
Gideon Kirui – KMB Member
Dr. Joel Cheruse – KMB Member
Ayub Remtulla - KMB Member
Joseph Rotich – Kericho Municipal Manager/Secretary

INATTENDANCE

Stanley Bett – Municipal Planner – Taking Minutes

AGENDA

1. Introduction/Opening Prayer
2. Quorum Confirmation and Apologies
3. Adoption of the Agenda
4. Welcoming of new board members
5. Reading and confirmation of the previous minutes
6. Matters arising

7. Realignment of Sub-committees
8. Municipal Board Staff establishment
9. Closing Remarks
10. Adjournment

Min.1.17.5.2024: Introduction

The chairman called the meeting to order at 11:05am and invited Ayub to open with the word of prayer. He then welcome all the members to the meeting.

Min.2.17.5.2024: Qourum Confirmation

The chair requested the secretary to confirm that the meeting had been duly convened and was properly attended.

It was confirmed that the notice convining the meeting had been duly issued and that the requisite quorum required for the holding of the meeting under the Charter of the Kericho Municipal Board 2017 had been met. The chairman so declared the meeting properly convened and attended.

Min.3.17.5.2024: Welcoming of New Board Members

The chair introduced the new members to the board and congratulated them for their appointment. He added that the board was then fully constituted and urged the members to therefore offered the appropriate services to the residents of the municipality considering the fact that the board was well endowed with varied expertise.

The chair then gave the new board members to give out their introduction and their work experience.

Min.4.17.5.2024: Adoption of the Agenda

The agenda of the meeting having been read, was on a proposal by Mr. Joel Soi and seconded by Gideon be adopted as presented.

Min.5.17.5.2024: Reading and Confirmation of the Previous Meeting

The minutes of the meeting held on 7th May 2024, having been circulated to members were presented for approval.

Upon consideration, the minutes were adopted as proposed by Gideon and seconded by Soi.

Min.6.17.5.2024: Matters Arising

The members sought to know the status of the opening of Bank Accounts for Urban Development Grants (UDG) and Urban Investment Grants (UIG) as had advised by the World Bank. The manager reported that he had communicated with the Chief Executive Committee members for Land, Housing and Physical Planning to escalate the board resolution to the CEC Economic Planning and Finance.

Min.7.17.5.2024: Realignment of the sub-committees

After lengthy discussion, it was proposed by Kirui Gideon and Seconded by Dr. Joel Cheruse that the board sub-committees be aligned as follows;

a) Urban Planning, Transport and Infrastructure Committee:-

- ✚ Joel K. Soi – Chairperson
- ✚ CPA Peter Korir – member
- ✚ Dr. Joel Cheruse – Member
- ✚ Mercy Kirui – Member

b) Finance and Administration Committee:-

- ✚ Mercy Mutai – Chairperson
- ✚ Joel K. Soi – Member
- ✚ Cs. Betsy Kirui – Member
- ✚ Ayub Remtulla - Member

c) Audit, Risk and Compliance Committee:-

- ✚ Gideon Kirui – Chairperson
- ✚ Beatrice Langat – Member
- ✚ Dr. Joel Cheruse - Member
- ✚ CPA Ouma – Member – County Auditor

d) Municipal Services, Trade and Investment Committee

- ✚ Ayub Remtulla – Chairperson

- ✚ Beatrice Langat – Member
- ✚ Gideon Kirui – Member
- ✚ CPA, Peter Korir – Member

The chair encouraged the members to have a quarterly meetings and subsequent reports and minutes. He advised the members to reduced the number of meetings unless deemed necessary and urgent to have a special meeting as by the Board regulations so as to curb the budget.

Min.6.17.5.2024: Municipal's Staff Establishment

The municipal manager presented the list of staff who were then working at the municipality. The Chief Officer reported that she had written a letter to Pulic Service Management to request for the advirtesemnt of Reigister Physical Planner and Registered Engineer to meet minimum condition of World Bak for Kenya Support Programme II. The manager added that the office secretary for the municipality was needed to help in matters of office administration.

The list of staff presented were as follows;

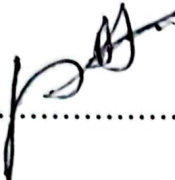
S/NO.	NAME	DESIGNATION
1.	Joseph Rotich	Municipal Manager
2.	Zipporah Ngeno	Senior Supply Chain Officer
3.	Richard Kiplangat Kilel	Building Superintendent
4.	Stanley Bett	Physical Planner
5.	Vincent Baretiet	Accountant
6.	Alfred Kipkemoi	Principal Accountant
7.	Evans Kipkemoi Ronoh	Senior Human Resource Officer
8.	Doreen Chepngetich	Environment Officer
9.	Beatrice Chepngeno	Administrative Assistant
10.	Gilbert Rono	Quantity Surveyor
11.	Benard Cheruiyot Malakwen	Senior ICT Officer
12.	Elvis Kiplangat Ngetich	Land Survey Assistant
13.	Philimon Maritim	Support Staff
14.	Reuben Langat	Senior Supply Chain Assistant

The manager also brought to the light of the board that his contract was due for expiry and had expressed his interest to continue working with the board through the Chief Officer. He told that he communicated with the CO through a letter in December 2023.

The members told the Manager that they would deliberate on the matter with county secretary and communicate the feedback to him.

Min.8.17.5.2024: Adjournment

There being no notice of any other business, the chairman thanked the members for attending the meeting and declared the meeting formally closed at 1:40pm.

Chairman:.....

Date:.....24/5/2024.....

Secretary:.....

Date:.....23/5/2024.....