

ZIMBA TOWN COUNCIL

MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, CIVIC CENTRE, ZIMBA ON THURSDAY, 15TH FEBRUARY 2024 AT 09:42 HOURS.

PRESENT:

Councillors: Edgar Meleki
Maunga Douglas
Anne Mutunda
Simweemba Michelo
Chigora Loveness

Committee Chairperson
Vice Council Chairperson (Ex-Officio)
Council Chairperson (Ex-Officio)

IN ATTENDANCE

Siasinyanga Christopher
Luzendi S. Kawangu
Victor Mbaimbai
Vincent Mwaanga
Chibutu Nosiku
Chimuka Siatembo
Kasamba Kayoba
Rabecca Tembo
Marian Chiposa
Livia Sikaale

Council Secretary
Council Treasurer
Director of Works
Chief Administrative Officer
Chief Human Resource Officer
Internal Auditor
District Aids Coordinating Advisor
Water and Sanitation Coordinator
District Accounts Officer
Assistant Committee Clerk

PRAYER

The meeting was opened in a word of prayer by Chimuka Siatembo.

NOTICE OF MEETING

The notice convening the meeting was read and the meeting called to order at 09:42 hours.

FGP/584/02/24: LOCAL GOVERNMENT EQUALISATION FUND (LGEF) RECEIVED FROM THE GOVERNMENT

The Council Treasurer reported to the Committee that Zimba Town Council had received a total amount of K3,042,451.31 as the Local Government Equalization Fund (LGEF) from Central Government in the Fourth Quarter of 2023.

Below is a tabulation of the amounts received during the period under review:

S. No	DATE RECEIVED	AMOUNT RECEIVED (ZWM)
1	2 nd October 2023	1,525,465.31
2	27 th October 2023	
3	26 th November 2023	761,843.00
4	29 th December 2023	755,143.00
	TOTAL	3,042,451.31

He further informed the committee that the Council was up to date in complying with submission of LGEF Expenditure Returns to the Ministry of Local Government and Rural Development.

The report was NOTED

FGP/585/02/24: CONSTITUENCY DEVELOPMENT FUNDS (CDF) RECEIVED FROM THE GOVERNMENT

It was reported to the committee that Zimba Town Council had received a total amount of K19,486,558.84 as 2023 Constituency Development Fund (CDF) allocation for Mapatizya Constituency from Central Government in the Fourth Quarter of 2023.

Those funds received up to 29thDecember, 2023 cumulatively amounted to K 27,261,469.93 out of the total budget of K 28,313,902.01 leaving a variance of K1,052,432.1 which was deducted at source for the construction of the chief's palace.

The funds received were meant to cater for Secondary Boarding Schools and Skills Development Bursary, Youth, Women and Community Empowerment, Community Projects and Administrative Costs.

Below is a tabulation of the amounts received during the three (3) months period:

S. No	DATE RECEIVED	PURPOSE	AMOUNT RECEIVED (ZWM)
1	6 th October, 2023	Secondary Boarding Schools and Skills Development Bursary, Youth, Women and Community Empowerment, Community Projects and Administrative Costs.	5,000,000.00
2	14 th November, 2023	Secondary Boarding Schools and Skills Development Bursary, Youth, Women and Community Empowerment, Community Projects and Administrative Costs.	8,625,088.92
3	29 th December, 2023	Secondary Boarding Schools and Skills Development Bursary, Youth, Women and Community Empowerment, Community Projects and Administrative Costs.	5,861,469.92
	TOTAL		19,486,558.84

The report was NOTED

FGP/586/01/24: ACCOUNTS RECEIVABLES AS AT 31ST DECEMBER 2023

It was reported to the Committee that in the period from October to 31st December 2023, Council was owed a total of K129,856.90 by various individuals and organizations.

Details were as per attached *Appendix A*

The report was NOTED

FGP/587/02/12: ACCOUNTS PAYABLE AS AT 31ST DECEMBER 2023

It was reported to the Committee that Zimba Town Council was owing Institutions and individuals a sum of K10,826,219.11. The said amounts were in relation to the supply of goods and services as well as staff dues and statutory obligations.

Details are as per attached *Appendix B*

The report was NOTED

FGP/588/02/24: RECEIPTS AND PAYMENTS FOR THE 4TH QUARTER 2023

A. RECEIPTS

Members were informed that that a sum of **K23,497,128.59** had been received during the three (3) months period from October to December, 2023. This amount constituted several revenue vaults with some of the most notable revenues being National Support **K22,529,010.15**, Fees and charges **K691,442.00**, Permits **K88,680.00** and Local Taxes **K14,033.55**.

The total revenue collected for the year was **K39,647,261.91** out of the total budget of **K41,905,373.35** translating a **94.62%** against the budget.

B. PAYMENTS

Members were informed that during the three (3) months periods from October to December 2023, the Council spent a sum of **K24,134,969.29** on various items of the budget giving a performance of **58%** against the budget.

See details of receipts and payments on attached *Appendix C*.

The report was NOTED

FGP/589/02/24: COMMERCIAL VENTURE PROFIT AND LOSS

It was reported that the Commercial undertakings had during the period under review ending 31st December 2023, commercial venture realized a cumulative profit of **K 52,363.15** which was an indication of an improvement. However, members implored management to quicken the rehabilitation works as the venture is faced with competition from other mushrooming hospitality businesses.

The details of the profit and loss were presented on *Appendix D*

The report was NOTED

FGP/590/02/24: REQUEST FOR AUTHORITY TO USE THE VALUATION ROLL

It was brought to the attention of the committee that the current Valuation Roll was approved on 19th July 2019 with a validity period of 5 years and shall expire on 19th of July 2024. Authority was therefore sought from the Committee to enable Management write to the Ministry of Local Government and Rural development for authority to continue using the current valuation roll for the period July, 2024 to December 2025, as the Local Authority updated the contents of the valuation roll.

After a lengthy deliberation on the matter, it was;

RESOLVED That;

The request for authority to continue using the current valuation roll for the period from July 2024 to December 2025 be granted and the matter be forwarded to the Ministry of Local Government and Rural Development.

FGP/591/02/24: DEBT SWAP

Committee members were informed that that Zimba Town Council had a debt amounting to **K34,000** Kwacha owed to the former Procurement Officer, Mr. Tendai Tigere in respect of transportation of household goods from his previous station in Kalumbila to Zimba. The mentioned officer had since applied for a debt swap with the council, to transfer the money towards payment of a commercial plot that was awarded to him in Simwami valued at **K30,000**.

Members deliberated on the matter and on a proposal by Councillor Douglass Maunga duly seconded by Councillor Mutunda Anne, it was;

RESOLVED That;

The request for a debt swap of the sum of **K30, 000.00** received from Mr. Tendai Tigere towards settlement of the amount due for plot premium at Simwami Small Holdings be **approved**.

There being no other business, the meeting was declared closed at 11:26 hours followed by a prayer from the Chief Administrative Officer, Mr. Mwaanga Vincent.

CONFIRMED THIS.....DAY OF.....2023.

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EDGAR MELEKI
COMMITTEE CHAIRPERSON