



PETAUKE TOWN COUNCIL

MINUTES OF MANAGEMENT MEETING WITH THE PETAUKE CHAMBER OF COMMERCE HELD IN THE CONFERENCE ROOM, CIVIC CENTRE, ALONG D138 BOMA ROAD, PETAUKE ON WEDNESDAY, 13TH MARCH 2024 FROM 10:04 HOURS TO 12:02 HOURS

PRESENT	Mr. Enock K. Ngulube	-	Director HR & Admin
	Ms. Nelia Sakala	-	Director Finance
	Ms. Sibeso Muimui	-	Director Planning
	Mr. Brian Musama	-	Ag. Chief C& A Officer
	Mr. Frederick Kasama	-	Committee Clerk

IN ATTENDANCE (CHAMBER OF COMMERCE)

Mr. Nickson Phiri	-	President
Mr. Donald Sakala	-	Vice President
Mr. Noel Tembo	-	Vice President
Mr. Mabvuto Banda	-	Secretary
Ms. Prisca Mbuzi	-	Committee Member
Mr. Canary Mwale	-	Committee Member
Ms. Essinelly Ngoma	-	Committee Member
Mr. Jonathan Banda	-	Committee Member

PTC/MGT/COC/01/03/24: CALL OF ORDER

The meeting was called to order at 10:04 hours and Ms. Esinelly Ngoma led the members in a word of prayer.

PTC/MGT/COC/02/03/24: WELCOMING REMARKS

The Director of Human Resource and Administration who represented the Council Secretary welcomed everyone to the meeting. He indicated that the meeting with the Petauke Chamber of Commerce with Council Management was clear testimony that the Council's open-door policy born from the desire to enhance community participation in managing the affairs of the people. He

therefore called on everyone to be open minded and participate fully during the discussions.

The remarks were NOTED.

PTC/MGT/COC/03/03/24: RECEIPT OF THE SUBMISSION FROM THE PETAUKE CHAMBER OF COMMERCE

The President for the Chamber of Commerce thanked the Management Team for being magnanimous enough by accepting to host the chamber and hear their concerns. He added that such fora were necessary for ensuring that the cherished development in Petauke district was attained.

The President then proceeded to make the submission delivering the concerns from the business community as highlighted below:

- i. The Council should spearhead the process of securing land for the establishment of an Industrial Yard in Petauke District and advance efforts of actualizing it. The industrial yard would be a key driver of economic development which would ultimately foster employment creation and enhanced service provision through increased revenues for the Council.
- ii. The Property Rates in Petauke District were very high compared to other districts. Further, despite having made payments towards the rates, members of the chamber were still receiving full bills bearing the initial amounts.
- iii. The Chamber should be involved throughout the process of updating the valuation roll for Petauke Town Council.
- iv. The Council Should Consider giving significant remission for property rates for Senior Citizens (those aged above 65 years).

- v. The invoices for billboards were too high compared to other districts within the province. Further, members felt that the Council should only bill them for the current financial year as opposed to the four years that they were billed for.
- vi. Concerning the Administration of the Constituency Development Fund (CDF), the selection of beneficiaries should be on merit and not on the basis of political affiliation or patronage. Further, the Council should improve on the flow of information regarding access to CDF for various components such as grants and loans.
- vii. The Food handler's certification fees were too high as they were pegged as follows:
 - K250/6 months for Schools
 - K150/ 6 months for Restaurants
 - K350/6 months for Employment
 - K100/ 6 months for Police ReportThe Council should therefore engage the District Health Office to consider reviewing the fees downwards.

In conclusion, the Chamber applauded the Council for procurement of the Excavator under the CDF for Petauke Central Constituency which they hoped would help a great deal in development for water harvesting such as dams to facilitate agricultural production and animal rearing.

PTC/MGT/COC/04/03/24: FEEDBACK FROM MANAGEMENT/ WAY FORWARD

Management noted with appreciation the concerns that were raised by the Chamber of Commerce.

As a way forward, the action points were highlighted as follows:

- The IT personnel would be engaged to capture the payments towards the

property rates so that the correct bills were issued.

- The Planning Department would immediately embark on a search for suitable land for setting up of the industrial yard in Petauke district. Selected members of the Chamber would be called upon to check the proposed land.
- A meeting would be arranged for the Chamber of Commerce to dialogue with the Members of Parliament and the Councillors on pertinent issues regarding the Development of the District.
- Council would explore various avenues to enhance information flow including hosting town hall meetings as way of enhancing community participation.
- Measures would be taken to consult various stakeholders during the process of updating the valuation roll. The means of communication would go beyond the traditional methods provided in the law but to include meetings with affected leaseholders so that consensus is made before the main valuation roll is submitted to the valuation tribunal for approval.
- Council has extended an olive hand to leaseholders concerning the remission of rates for the 2024 financial year and these would be considered on a case by case basis. Property owners wishing to apply for remission were being encouraged to settle the outstanding rates for the previous years as they applied for remission.
- The chamber can make a submission to the Ministry of Local Government and Rural Development concerning

to propose amendments to the CDF guidelines.

Further, the chamber was assured that conclusive feedback on the matters raised would be given during a meeting to be convened in the following by the Council Secretary.

PTC/MGT/COC/05/03/24: CLOSING REMARKS

The Director of Human Resource and Administration once again thanked everyone present asking them to continue with the same spirit of dialogue if development was to be attained in the district. He reiterated the call to the Chamber to continue offering support to the local authority and not to shun to give constructive criticism when they observed some flaws.

Having exhausted the items on the agenda, the meeting was closed at 12:02 hours followed by a prayer by Mrs. Esinelly Ngoma.

SIGNED THIS ...15..... DAY OF ...MARCH..... 2024


COUNCIL SECRETARY

