



CLUB RULES, POLICIES & CONDUCT

REVISED 2025



WILDEN VILLAGE CRICKET CLUB

WILDEN TOP ROAD, STOURPORT ON SEVERN DY13 9JF

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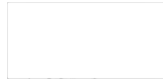
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RULES APPLY TO ALL MEMBERS. **RULES HIGHLIGHTED IN ITALICS FOCUS ON OUTDOOR ACTIVITIES, FOOTBALL, CRICKET.**

The original rules were created by the founder **Nic Harvey** in 1979. Over the years they have been modified with the current set re-written, prepared by N. Harvey with suitable amendments by the current committee in readiness for their acceptance at the 2025 A.G.M.



[A] NAMES AND NUMBERS

WILDEN VILLAGE CRICKET CLUB INVESTING IN THE COMMUNITY OF WILDEN

This name reflects the club's origin.

CASC REGISTERED NUMBER CH 1197

VAT REGISTRATION 377 2383 27

WEBSITE contact@wildenvillageclub.co.uk

ACCOUNTANT FOLKESWORTON

SOLICITOR PAINTERS

ESTABLISHED 1979

Free internet, details on club notice board

[B] STATUS AND MISSION

Wilden Village Cricket Club, "the Club", is a CASC registered members club. The club exists to provide sporting and recreational facilities and opportunities for the village and surrounding area; positively supports the participation of sport and social activities; being prepared to meet the challenges of its members; arranging matches and social functions to enable access for all.

- The club focuses on affordability, families and youth.
- Outdoor facilities include football, cricket, bowls with all-weather protection for spectators.
- The pavilion with its bar and social areas are designed so that it can be used by teams and groups within the community.

[C] AIMS

- To foster and promote a variety of sporting activities at all levels within the community, providing opportunities for recreation, social interaction and family involvement in a safe environment.
- To successfully manage Wilden Village Cricket Club
- To ensure a duty of care to all members and guests adopting the safe hands policies of the various governing bodies. (ECB, WFA, FF, Sport England).

- To afford all members such benefits and privileges as it may be possible to offer.
- To ensure that all members and guest conform to the codes of conduct adopted by the club.
- To encourage all members to participate in the life of the club through playing, supporting, social and fundraising activities.
- To adopt the anti-discriminatory policies available from the various authorities.

- **[D]. STATUS OF RULES**

- These rules (“Club Rules”) form a binding agreement between each member of the Club and Wilden Village Cricket Club.

- **[E]. RULES AND REGULATIONS**

- **The members of the CLUB shall make sure that they follow the rules set out in this booklet.**
- Rules may be altered, abrogated or added to either generally or partially at an **AGM or EAGM** by vote of the majority.
- 21 days’ notice of all proposed changes shall be by email or personally. Details must also be posted on the club notice board.
- The Club will also abide by The Child Protection Policies and Procedures; Codes of Conduct and the Equal Opportunities and Anti-Discrimination Policy as recommended by the various associations displayed either on the club notice board or stored in the club’s office. They are available upon request.

- **[F] CLUB MEMBERSHIP**

- The members of the Club shall be those persons listed in the **Register of Members** (“Membership Register”) which shall be maintained by the **Club Secretary and updated as appropriate.**
- Any person who wishes to be a member must apply on the Appropriate Membership Application Form and deliver it to the CLUB Steward together with the agreed fee. [see appendix].
- Election to membership shall be at the discretion of the **Club Committee** and granted in accordance with the equality and diversity policies which are in place.
- An appeal against refusal may be made to the **Club Committee** in accordance with the **Complaints Procedure.**
- Any member under the age of 18 years shall be regarded as a **junior member** and as such is subject to the rules and bye rules affecting junior members.

- In the event of a member's resignation or expulsion, his or her name shall be removed from the **Membership Register** and no longer have the use of the club's facilities.

[G] MEMBERSHIP

As a member's club everyone is required to be:-

- A member or the guest of a member, who must be signed in, or
- *A member of a visiting team, meeting, social activity (signed in, a diary entry)*
- *Membership runs from 1st September to 31st August, one year, with application forms available at the bar. [see Appendix]*
- Membership is either single membership or family membership (family is defined those persons, junior or adult all residing at the same address)
- Junior members, under 18, are registered on a family membership with the principal member being a parent or guardian.
- **All junior members** are required to leave the **club at 8 pm** unless accompanied by a responsible adult member who will be responsible for their behaviour.
- The CLUB has adopted a "safe hands policy" regarding all junior members and has appointed a welfare (SAFEGUARDING) officer to this end.
- *Teams are required to obtain the necessary adult checks, DBS and the like and each participating adult shall sign a volunteers self-declaration form.*
- Memberships require full names of all listed members, a mobile contact number and email address (used only for communication of club business), together with the appropriate fee.
- Should there be no objections the membership(s) will be automatically granted with the member supplied with a member's card and their name added to the membership list. Club rules are online [wildenvillageclub.co.uk]
- A full list of members data shall be safely stored by the club secretary, with a list of adult members (names only) appearing on the club notice board.
- **MEMBERSHIP IS OPEN TO ALL IRRESPECTIVE OF AGE, GENDER, DISABILITY, RACE, ETHNIC ORIGIN, CREED, COLOUR, SOCIAL STATUS OR SEXUAL ORIENTATION, RELIGION.**
- All members will be subject to the club's rules and signing the application form will be deemed to accept these regulations(rules) and the club's code of conduct.
- Should an objection be raised, the applicant will be invited to the next general meeting to further their case.
- In the event of resignation or expulsion the name of that individual shall be removed from the members' list. In the case of a junior member moving to another club, the family membership shall remain in place unless a request is received to the contrary.

- *Membership fees are set at the A.G.M. as are the “ground” fees for outdoor sporting activities which reflect the size of the participating group. Membership and ground fees may be combined subject to mutual agreement and paid in monthly instalments.*
- **Membership will cease**
- from the day a letter of resignation is received,
- 1st November, if renewal has not taken place
- If the club decides that it would not be in the interests of the club for that person to remain a member of the club.
In all cases no money shall be returned. An appeal against such a decision may be made to the Club Committee in accordance with the **Complaints Procedure**.

- **[H] MEMBERSHIP OUTDOOR ACTIVITIES**

- *Mainly football, cricket and bowls but also social and fund-raising events. The local school also uses the facility weekdays between 10 and 4.30. All leaders are responsible for checking the area [pitches and surrounds] pre-activity, the care of equipment, leaving all areas tidy and securing equipment and premises.*
- *All teams /groups wishing to use these facilities must attend the A.G.M. confirming their intentions in wanting to play at Wilden next season.*
- *Receive and complete an application form (see appendix) giving full details of their needs and team and league details.*
- *Print off individual family membership application forms for each member of their organisation (see appendix)*
- *All forms are to be returned to the steward by the date stated on the forms, together with the appropriate fee. (football teams at the July general meeting, cricket and bowls at the A.G.M.)*
- *Teams who fail to comply in any respect place their team’s position at risk.*
- *All members are encouraged to be involved in all aspects of club life*
- *All fixtures must be entered into the club diary, including training, social and fund-raising events prior to the event taking place.*
- *Cancelled events whether training, matches or social events must be reported to the steward.*
- *Where multiple teams are involved, it is their responsibility to organise the days timings by communicating with one another.*

- *Parking can be an issue. It is the responsibility of each team to ensure that emergency access is always maintained, and to keep the right of way clear for the house at the end of the lane, behind the club field.*
- *Matches must be arranged to minimise congestion on the field and parking.*

[I] CODE OF CONDUCT FOR LEADERS, PARENTS AND CARERS

- *Encourage all children to learn the rules and play within them.*
- *Discourage unfair play and arguing with officials.*
- *Help children to recognised good performance, not just results.*
- *Never force children to take part in sport*
- *Set a good example by recognising fair play and applauding good performances*
- *Never punish or belittle a child for losing or making mistakes*
- *Publicly accept official judgements*
- *Support your children's involvement and help them to enjoy their sport*
- *Always use the correct and proper language*
- *Create a safe and friendly environment*

[J] OFFICERS, MANAGEMENT AND MEETINGS

The officers of the club shall be as follows when forming the General Committee, PRESIDENT, CHAIR, VICE-CHAIR, SECRETARY/MINUTE SECRETARY, TREASURER, GROUNDSMAN, SAFEGUARDING OFFICER, SOCIAL MEDIA OFFICER, TRUSTEES plus other elected members up to a total of 16.

- As a committee limited in numbers, the committee has the powers to co-opt members to carry out more than one designated role.
- Minutes of all meeting shall be recorded and saved as a computer record. Seven days' notice is required for committee meetings.
- The committee shall have the power to decide all questions and disputes arising in respect of any club related issue.
- All business transactions of the club shall be vested in the General Committee appointed at the AGM. In addition to the power and authority of the current rules, they may undertake what is deemed necessary in the furtherance of the aims of the club.
- General meetings held monthly during the first week of the month, Annual General Meeting held before the end of March, the accountancy year being 1st January to 31st December, an extraordinary meeting called as required.

General meetings deal with the day to day running of the club, assessing its progress, planning its future and dealing with all membership issues, covering all legal matters and payments. The chair will offer an overview and lead the meeting requesting a full

financial report. All members will be encouraged to take an active role. A quorum of five members will be required for the meeting to take place.

- Voting in all meetings is by simple vote with the chair having the casting vote.

Annual General Meeting shall take place before the end of March offering 21 days' notice to all register members by email. The agenda will be as follows:

Apologies

Confirmation of minutes from previous year (hopefully circulated)

Secretary's report (hopefully circulated)

Treasurer's report with the official annual accounts to be approved by vote

Changes to the constitution by vote (hopefully circulated, these having be delivered in writing to the secretary 21 days prior to the meeting, proposed and seconded by existing members)

Election of officers (restricted to members with 24 consecutive months membership, 48 months for trustees unless otherwise agreed by the committee. Nomination must be made in writing 21 days prior to the meeting, proposed and seconded by existing members).

Teams using the club's facilities are required to elect one of their number [member of the coaching team or parent] to serve as a co-opted committee member. Cricket, football and bowls teams submit applications for the coming season.

Any other business must be notified to secretary 21 days prior meeting (hopefully circulated)

Quorum of 10 required.

Extraordinary Meeting by a simple majority of the general committee or a requisition signed by 8 members giving at least 21 days' notice in writing to the secretary specifying the business to be transacted. The secretary will forward the request to all members. This is the only item allowed on the agenda.

[K] FINANCES

A bank account shall be opened and maintained in the name of the **CLUB** ("Club Account").

The club will operate internet banking with a club card system in the name of the treasurer. Should signature be required these shall be **Club Chairperson and the Treasurer**.

All monies payable to the **CLUB** shall be deposited in the **Club Account**.

Reports of all transactions shall be made upon request with an overall statement available monthly.

Emergency payments may be met in full. Details of such transactions will be presented at the next meeting.

Larger expenditure shall be agreed beforehand by the committee and competitive tendering considered.

The Club Property shall be applied only in furtherance of the aims of the CLUB. The distribution of profits or proceeds arising from the sale of Club Property to members is prohibited.

The Club Committee shall have the power to authorise the payment of remuneration and expenses to any member of the Club (although a Club shall not remunerate a member for playing) and to any other person or persons for services rendered to the CLUB.

The CLUB may provide sporting and related social facilities, sporting equipment, coaching courses, insurance cover, medical treatment, and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002 subject to committee approval. It may not always be possible to assist with requests received, as it will depend on the club's finances at the time.

The CLUB may also in connection with the sports purposes of the CLUB:

1. sell and supply food.
2. indemnify the Club Committee and members acting properly during the running of the CLUB against any liability [debt] incurred in the proper running of the CLUB (but only to the extent of its assets).
3. The CLUB shall keep accounting records for recording the fact and nature of all payments and receipts to disclose, with reasonable accuracy, at any time, the financial position, including the assets and liabilities of the CLUB. THE CLUB must retain its accounting records for a minimum of six years.
4. *The Team using the club's facilities shall maintain their own finances, confirming their viability to the committee upon request.*
5. The Financial Statement shall be verified by an independent, appropriately qualified accountant and shall be approved by members at general meeting.
6. The Club Property, other than the Club Account, shall be vested in not less than two and no more than four trustees.
7. The Trustees shall be appointed by the CLUB in a General Meeting and shall hold office until death or resignation unless removed by a resolution passed at a General Meeting.

[L] VISITORS/GUESTS

In the event of visits by members of another club to play prearranged games or social functions, such members, friends, officials shall be entitled with the sanction of the committee to purchase intoxicating liquor for the consumption on the premises on the day of the event.

Any person, member of visitor may be refused a drink or asked to leave the club for any reason considered good enough by the person in charge of the bar or by any committee member.

Members who invite guests are responsible for registering them in the book provided, always accompanying them and being responsible for their behaviour as their hosts. Temporary membership up to 15 days may be granted at the discretion of the committee [waiting days being waived]. A signing in fee of £1 should be paid to the steward such visits limited to one per calendar month.

Team officials of each team must check the away changing room prior and following each game making sure that they are fit for purpose. The Committee will inspect the changing rooms pre general meeting, report their findings, announcing a date for the removal of all unnecessary items.

[M] BYLAWS

The committee shall have the powers to create byelaws for the regulation of the club.

[N] OPENING HOURS

The CLUB premises including the pavilion shall be open as and when the committee decide with such details displayed on the notice board.

[O] BAR HOURS

Permitted hours in the pursuance of the LICENSING ACT 2003 shall be those outlined in the CLUB's Licence. Opening times shall be displayed on the notice board with adequate warning of any alteration. The committee has the right to apply to the licensing authority for extensions to their licensing hours as they may think desirable with a copy of such applications forwarded to the police. In exceptional circumstances should there be no evening trade at 9 pm, the steward is within his/her rights to close the club. Members can phone to confirm the club is still open.

NO PERSON UNDER THE AGE OF 18

MAY BE SUPPLIED WITH INTOXICATING DRINKS.

The club may apply to the licensing authority for extension of hours for what they deem as special occasions.

[P] PROCEDURE

Excluded members shall have their membership suspended from that moment until such times as they appear before the committee to answer the case, normally 7 days.

All players attracting a red card may be required to attend a committee to explain their actions. Junior members are to be accompanied by a parent/guardian or team official. A report of such meeting shall at the discretion of the committee be forwarded to the association.

Written notification shall be forwarded to the excluded member with a copy lodged behind the bar.

Decisions as to the suspension, fines, etc., shall be made by a disciplinary committee. An officer of the club shall be notified of any exclusion within 24 hours.

Guidelines have been recorded and shall be amended as a working document.

[Q] GAMING MACHINES

Such machines shall be installed strictly in accordance with the law. The **CLUB** must take care to meet all licences and fees as they occur.

[R] INSURANCE

The CLUB shall always be FULLY insured covering all likely eventualities and liabilities, fire, accident, theft and the like. Premiums shall be paid as due, and the policies shall be continuous.

[S] MAJOR ASSETS

Prior to the disposal the following terms and conditions must apply: -

Four weeks written notice must be given to an AGM or an EAGM outlining the proposal which must be circulated to all trustees and officers of the CLUB together with a voting slip. For the motion to be carried 75% of the eligible trustees and officers must vote in favour. Postal voting is acceptable. If a person holds more than one position he or she shall be restricted to one vote.

THIS RULE HAS BEEN INTRODUCED TO SAFEGUARD THE CLUB.

[T] NOISE/ENVIRONMENT

Members shall always keep noise to an acceptable minimum with parents/guardians keeping their children under control. There shall be no unauthorized games on the field.

Rules, licences, certificates, etc., shall be either displayed on the notice board or held in the CLUB's filing cabinet.

The CLUB shall do all within its powers to manage, maintain and improve the environment for the enjoyment of its members and the community of Wilden.

The public use of the site is restricted to the official footpath, one metre in from the hedge running around the east and south of the field. There is also a bridal way through the woodland [Little Bury Lane].

[U] STEWARD

A steward shall be appointed by the committee to run the CLUB in all matters working in tandem with the committee and membership within the guidelines laid down. The salary shall be negotiated with the committee reflecting the financial status of the CLUB. No one other than the steward, the committee or their employed staff shall be allowed behind the bar. All staff must be over the age of 18 year. The post of steward may be terminated by either party following one month's notice.

[V] DISSOLUTION

A resolution to dissolve the CLUB shall only be proposed at a General Meeting and shall be carried by a majority of at least three-quarters of the members present.

The dissolution shall take effect from the date of the resolution and the members of the Club Committee shall be responsible for the winding up of the assets and liabilities of the CLUB.

Any surplus assets remaining after the discharge of the debts and liabilities of the CLUB shall be transferred to another CASC REGISTERED CLUB OR ONE OF THE AFFILIATED ASSOCIATIONS

[W] MODEL RULES AND DISCIPLINARY PROCEDURE

It shall be a disciplinary offence for any member during or in connection with a match/event misconduct him/herself or act in a manner calculated to prejudice the good name of the club. The member committing the offence shall be liable to penalties described below.

A member in the context is deemed to mean not only members but also players, officials, visitors, supporters or indeed anyone on the premises.

Before any penalties are imposed there shall be a disciplinary hearing before a disciplinary subcommittee of three appointed from the general committee. At least 7 days' notice, writing or email shall be given detail the alleged offence. The accused is allowed to attend the hearing, to be legally or otherwise represented and to call

witnesses. Should the alleged offender fail to attend the hearing, the meeting shall continue in his/her absence.

If at the hearing the alleged offence is proven, the committee shall have the power to impose any or a combination of the following

EXPULSION FROM THE CLUB, SUSPENSION MORE ONE OR MORE MATCHES or ACTIVITIES, IMPOSE A FINE OF NOT MORE THAN £50. It may be that a member is placed on a probationary period, in order to show improvement in their behaviour.

A member may appeal against the imposed penalty giving notice of appeal in writing setting out the grounds for appeal within 7 days of the hearing to the club secretary accompanied by a deposit of £20. Upon notice of appeal the penalty shall be suspended until after the appeal hearing. The appeal will be before a subcommittee not privy to the first hearing.

The club may appoint a standing committee to address disciplinary matters.

The appeals subcommittee has the powers to vary or reverse the decision but not increase it and where they feel that the appeal was without merit to order the forfeit of the deposit. The member has the same right to representation. The appeals decision is final.

[X] WILDEN VILLAGE CODE OF CONDUCT

1. This code of conduct exists to promote standards and harmony within the groups, teams and club.
2. It is reasonable to expect that all members respect the contents and honour the code to the best of their ability.
3. Each member should be aware of and respect the needs of every other member, taking into consideration those members requiring additional support, be it physical, financial, etc. All members should consider themselves as role models by demonstrating good conduct and encouraging others to do the same.
4. Every member should respect the rules, laws and officials governing the club or officiating in whatever capacity.
5. *Each member should respect the club, the facilities and equipment, ensuring its safe storage, general security and tidiness and report any safety concerns.*
6. Each member should modify their language and behavior to reflect the situation and age of the members in the vicinity, acting in a manner not likely to offend any other person. Our goal is harmony which will require goodwill and tolerance from every quarter, members, players, guests, visitors and spectators.

7. Each member should promote the best interests of the organization, working for its success on and off the field and to enhance its standing within the community working as an ambassador on behalf of the club. This may require an active as well as a passive role.

8. All members are part and parcel of the club and as such are equally valued and respected. If at any time you are concerned about another member including junior members then inform a member of the committee if the Safeguarding Officer is not available.

9. Members who fall below the required standard will be asked to attend a meeting to explain their behavior to the committee.

10. Illegal substances (drugs) are not tolerated anywhere on site. You will be reported to the police and banned from the club and use of all facilities.

11. Harmful comments on any form of social media are contrary to clubs' ethics

12. We will not tolerate any form of a Hate crime. Details of this can be found in the Equality and Diversity Policy.

[Y] TRUSTEES

The trustees of the club shall number up to four persons from nominations put forward from the membership.

The WVCC rules state that the club shall be run day to day, in all respects, by an elected members' committee.

The trustees are "our House of Lords" exist to offer advice when required to do so. Their role is ambassadorial, to work along-side supporting the committee using their experience to enhance the reputation of the club, improve its facilities and perpetuate the existence.

Unless they become members of the General Committee, they will be allowed to vote on one issue which relates to the rules regarding the disposal of assets.

From time to time at the direction of the committee they will be required to add their signature to legal documents.

The club has indemnity insurance covering officers and trustees.

The club recognises that personal circumstances change and therefore it is club policy that trustees when their focus is elsewhere are asked to relinquish their post in favour of someone more focused.

There is no time limit to their post

DOGS ARE NOT PERMITTED ON THE FIELD UNLESS THEY ARE ON A LEAD. OWNERS MUST BE RESPONSIBLE AND CLEAN UP ANY DOG FAECES

MEMBERS WISHING TO BRING THE DOGS INTO THE PAVILION MUST SEEK PERMISSION FROM THE STEWARD.

THE FIRE ASSEMBLY POINTS ARE THE BOWLING AREA AND THE CHERRY TREE ON THE FIELD.

SPORTING FOOTWEAR IS NOT ALLOWED INSIDE THE PAVILION, THEY MUST BE REMOVED AT THE DOOR. THERE ARE SIGNS ON THE DOORS STATING THIS FACT

[Z] APPENDIX APPLICATION FORMS

WILDEN VILLAGE CRICKET CLUB APPLICATION FORM FOR INDIVIDUAL, FAMILY, OR JUNIOR MEMBERSHIP

JUNIORS ARE THOSE UNDER 18 ON 1ST SEPTEMBER. ALL JUNIORS MUST BE REGISTER BY WAY OF AN ADULT UNDER A FAMILY MEMBERSHIP COMPLETED FORMS WILL BE ACCEPTED. PLEASE WRITE CLEARLY. NO EMAIL ADDRESS, BORROW ONE IN CASE WE NEED TO MAKE CONTACT

FULL NAME OF PARENT/GUARDIAN

EMAIL ADDRESS

MOBILE NUMBER

POSTAL ADDRESS AND CODE

ADDITIONAL MEMBERS TO BE ADDED TO THIS FORM

ADULTS	CHILDREN
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I/WE WISH TO RENEW MY/OUR MEMBERSHIP, I/WE ACCEPT THE RULES AND HAVE HANDED IN THE APPROPRIATE MEMBERSHIP FEE.
I/WE WISH TO BECOME A MEMBER, I/WE ACCEPT THE RULES AND HAVE HANDED IN THE APPROPRIATE MEMBERSHIP FEE.

SIGNED

.....

DATE

.....

RECEIVED ON BEHALF OF WVCC

CURRENT FEES FAMILY £20 INDIVIDUAL £15
JUNIORS MUST BE REGISTERED AS PART OF A FAMILY

APPLICATION FORM TO ENTER A TEAM SEASON 2025

FOOTBALL SEPTEMBER TO APRIL, CRICKET MAY TO AUGUST, BOWLS APRIL TO SEPTEMBER

These are the block times. Other times may be available please discuss at the general meeting after consulting the club diary

FULL NAME OF THE LEADER/MANAGER/ORGANISER	NAME OF TEAM	LEAGUE
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CONTACT DETAILS	MOBILE	EMAIL	ADDRESS
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AGE RANGER OF PLAYERS	APPROXIMATE NUMBER OF PLAYERS	DAY & TIME OF MATCHES
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DECLARATION

I HAVE READ AND AM WILLING TO ACCEPT THE CLUB RULES. AGREE TO ENSURE ALL MY TEAM MEMBERS (PLAYERS, PARENTS, FAMILY AND SUPPORTER) BECOME MEMBERS OF THE CLUB BY 1ST SEPTEMBER.

I WILL ARRANGE FOR THE GROUND FEES TO BE PAID EITHER IN **ONE LUMP SUM BY 1ST SEPTEMBER** OR **IN TWO EQUAL AMOUNTS 1ST SEPTEMBER AND 1ST JANUARY** OR **COMBINED GROUND FEE + MEMBERSHIP AMOUNT PAID MONTHLY.**

I WILL PROVIDE A COMPLETE LIST OF REGISTERED PLAYERS BY 1ST SEPTEMBER

I WILL ATTEND CLUB MEETINGS AS REQUIRED AND ARRANGE TWO EVENTS PER YEAR.

I ACKNOWLEDGE THAT FACILITIES ARE SHARED AND WILL DO MY UTMOST TO MAINTAIN THE HIGHEST OF STANDARDS.

I AM WILLING TO SUPPORT THE CLUB AND HELP GENERATE INCOME FOR ITS SUCCESS.

SIGNED _____ DATED _____

FORM ACCEPTED BY	DATE
.....

ANNUAL FEE AGREED £	<input type="text"/>	8 MONTHLY PAYMENTS OF £	<input type="text"/>	COMMENCING 1 ST SEPTEMBER
GROUND FEES RECEIVED	1 ST SEPTEMBER		1 ST JANUARY	
DATA RECEIVED BY			