

LIQ03

Notice of progress report in voluntary winding up



Companies House

SATURDAY



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12/10/2019

#4

COMPANIES HOUSE

1 Company details

Company number 0 0 4 7 6 3 3 9

Company name in full E. Greenham Limited

→ Filling in this form
Please complete in typescript or in
bold black capitals.

2 Liquidator's name

Full forename(s) Andreas

Surname Arakapiotis

3 Liquidator's address

Building name/number Mountview Court

Street 1148 High Road

Post town Whetstone

County/Region London

Postcode N 2 0 0 R A

Country

4 Liquidator's name ①

Full forename(s)

Surname

① Other liquidator
Use this section to tell us about
another liquidator.

5 Liquidator's address ②

Building name/number

Street

Post town

County/Region

Postcode

Country

② Other liquidator
Use this section to tell us about
another liquidator.

LIQ03

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6 Period of progress report

From date	^d 1	^d 5	^m 0	^m 8	^y 2	^y 0	^y 1	^y 8
To date	^d 1	^d 4	^m 0	^m 8	^y 2	^y 0	^y 1	^y 9

7 Progress report

☒ The progress report is attached

8 Sign and date

Liquidator's signature

Signature

X



X

Signature date

^d 1	^d 0	^m 1	^m 0	^y 2	^y 0	^y 1	^y 9
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LIQ03

Notice of progress report in voluntary winding up



Presenter information

You do not have to give any contact information, but if you do it will help Companies House if there is a query on the form. The contact information you give will be visible to searchers of the public record.

Contact name **Kevin Donnelly**

Company name **Kallis & Company**

Address
Mountview Court
1148 High Road

Post town **Whetstone**

County/Region **London**

Postcode **N 2 0 0 R A**

Country

DX

Telephone **020 8446 6699**



Checklist

We may return forms completed incorrectly or with information missing.

Please make sure you have remembered the following:

- ☐ The company name and number match the information held on the public Register.
- ☐ You have attached the required documents.
- ☐ You have signed the form.



Important information

All information on this form will appear on the public record.



Where to send

You may return this form to any Companies House address, however for expediency we advise you to return it to the address below:

The Registrar of Companies, Companies House,
Crown Way, Cardiff, Wales, CF14 3UZ.
DX 33050 Cardiff.



Further information

For further information please see the guidance notes on the website at www.gov.uk/companieshouse or email enquiries@companieshouse.gov.uk

This form is available in an alternative format. Please visit the forms page on the website at www.gov.uk/companieshouse

E. Greenham Limited
IN CREDITORS' VOLUNTARY LIQUIDATION

*LIQUIDATOR'S FIRST PROGRESS REPORT IN ACCORDANCE WITH RULE 18.3 OF THE
INSOLVENCY RULES 2016 FOR THE YEAR ENDING 14 AUGUST 2019.*

Contents:

- 1. Statutory Information*
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- 7. Dividend Prospects*
- 8. Investigation Into The Affairs Of The Company*
- 9. Pre-Appointment Remuneration*
- 10. Liquidator's Remuneration*
- 11. Liquidator's Expenses*
- 12. Further Information*
- 13. Summary*

Appendices:

- 1. Receipts & Payments Account for the period from 15 August 2018 to 14 August 2019.*
- 2. A schedule of actions undertaken under each category in the reporting period*
- 3. A schedule of Liquidator's time costs incurred from 15 August 2018 to 14 August 2019.*
- 4. An explanatory note which shows Kallis & Company's fee policy*
- 5. Proof of debt form*
- 6. Revised Fee Estimate*
- 7. Estimated Outcome Statement*

1. STATUTORY INFORMATION

Company name: E. Greenham Limited

Registered office: Mountview Court
1148 High Road
Whetstone
London
N20 0RA

Former registered office: Ground Floor
Unit 3 Saxeway Business Centre
Chartridge Lane
Chesham
Buckinghamshire
HP5 2SH

Registered number: 00476339

Liquidator's name: Andreas Arakapiotis

Liquidator's address: Mountview Court
1148 High Road
Whetstone
London
N20 0RA

Liquidator's date of appointment: 15 August 2018

2. EXECUTIVE SUMMARY

According to the statement of affairs lodged in these proceedings, the assets of the Company had a book value of £1,487,696.54 and an estimated realisable value of £45,500.00. I am pleased to report that £95,731.16 has been realised to the date of the report.

There are still assets which have yet to be realised in full. These are explained in detail in section 3 and 4 of the report. I anticipate being in a position to conclude the liquidation within the next 18-24 months.

On the basis of current information, it is uncertain whether a dividend will be paid to any class of creditor.

3. RECEIPTS AND PAYMENTS

My Receipts & Payments Account for the period from 15 August 2018 to 14 August 2019 is attached at Appendix 1 and is further explained below:

3.1 Receipts

3.1.1 Investment Property

On the statement of affairs, there were Investment Properties with a book value of £45,000 and an estimated to realise value of the same, which consisted of the following properties:

- a) 48 Birchett Road, Aldershot, Hampshire, GU11 1LG (Freehold)
- b) 18A/ 18 B Akeman Street, Tring, Hertfordshire, HP23 6AA (Freehold)
- c) 1-4 Little Court, Riverside Gardens, Berkhamsted, Hertfordshire, HP4 1AR (Freehold)
- d) South East of High Street, Clophill, Bedford (Land)

I instructed solicitors to issue section 5 B notices to the leaseholders of properties a, b and c in December 2018.

I also instructed Kernahans Property Specialists to place the above properties into auction with McHugh & Co Auctioneers. An auction date was set for 30 April 2019 and the outcome is as follows:

a) 48 Birchett Road, Aldershot, Hampshire, GU11 1LG (Freehold)

This property proceeded to auction and was sold for £36,000 to an unconnected third party. The sale has now been completed and payment has been received in full.

b) 18A/ 18 B Akeman Street, Tring, Hertfordshire, HP23 6AA (Freehold)

I was approached by the leaseholders to purchase the freehold prior to auction, I was initially offered £4,000 for the freehold.

I instructed ground rent experts, Stone Carter Limited, to value the freehold and they provided a report at a cost of £250. The report confirmed the value of the freehold at auction would be in the region of £17,000 to £18,000.

After a series of correspondence, I agreed on a sale price of £19,000 and did not place the property at auction. This led to a better outcome due to the savings of auctioneers' fees. Furthermore, it should be noted that the purchasers would have pre-emption rights in an auction in any event.

c) 1-4 Little Court, Riverside Gardens, Berkhamsted, Hertfordshire, HP4 1AR (Freehold)

Prior to my appointment, one of the leaseholders was in discussions with the Company regarding the extension of the lease, the price agreed was £14,500. Following a review, I negotiated the price to £20,000.

The property was due to be placed at auction. However, immediately prior to the auction I was contacted by one of the leaseholders claiming that notice had not been appropriately served.

Accordingly, I was not able to place the freehold at auction. The notices were subsequently re-issued on 30 September 2019 and the freehold will be placed at auction on 24 February 2020.

Following a review of the ground rents received, the Company secretary June Hickey, confirmed that the Company had not invoiced the leaseholders of flats at 1-4 Little Court for payment of ground rents for a period of seven years. A total of £1,400 was due. I issued the invoices accordingly and received payment in full.

d) South East of High Street, Clophill, Bedford (Land)

I have informally instructed architects, Jefferson Sheard, to make some initial enquires as to whether there is any possibility of obtaining planning permission to increase the value of land prior to the sale. These enquiries are still ongoing.

3.1.2 Cash at Bank

The Company's bank account had a credit balance of £2,260 at the date of liquidation. The bank account was closed shortly after my appointment and the credit proceeds remitted into the liquidation estate.

3.1.3 Bank Interest Gross

All asset realisations within the liquidation are held in an interest-bearing account. I can confirm that interest totaling £28.86 has been received on the account.

3.1.4 Third Party Funds

A sum of £6,000 represents the monies paid by the Company, prior to my appointment, to meet my fees for convening and organising the meeting of creditors and assisting with the preparation of the Statement of Affairs.

A sum of £11,000 has also been received as a pre-payment for the racking. This sum is being held in an account pending agreement over its apportionment. This is further explained in 4.2.

3.1.5 Construction Work Compensation

I received a letter from the National Grid on 18 September 2018 with a cheque for a compensation payment of £41.54. I have made enquiries as to which property this related to and my enquiries are still ongoing.

3.2 Payments

3.2.1 Specific Bond

The specific bond is the cost of insurance, based on the level of realisations by the liquidator, as required by the Insolvency Practitioners Regulations 2005.

3.2.2 Preparation of Statement of Affairs

This is further explained in Section 8 below.

3.2.3 Office Holder's Expenses

This is further explained in Section 9 below.

3.2.4 Statutory Advertising

This represents the costs for the publish of statutory advertising in the London Gazette in respect of the first meetings of the members and creditors, the notice of the appointment of the liquidator and to creditors to submit their claims in the liquidation.

3.2.5 Insurance

I have paid £1,582.48 for the insurance of the freeholds at Birchett House, Little Court and Akeman Street.

3.2.6 Agents/Valuers Fees

I instructed independent property management agents Stone Carter Limited ("SC"), to value the freehold and the ground rents.

SC were selected as agents on the basis of their experience and expertise in dealing with ground rents. The agreed basis of SC's fee was a fixed fee of £250.

3.2.7 Auctioneer's Fees

I instructed Kernahans Property Specialists to place the Company's freeholds into auction with McHugh & Co Auctioneers. I agreed to pay McHugh & Co's disbursements and commission of 2% plus VAT in respect of the work carried out to auction the freehold at 48 Birchett House.

As previously advised, McHugh & Co's were instructed to place 18 A/B Akeman Street and 1-4 Little Court at auction. However, an offer was received prior to the auction for Akeman Street. This led to a better outcome because of the savings of auctioneers' fees. Little Court will be placed at auction in

February 2020 and have agreed to pay their disbursements and 2% commission plus VAT for their services in respect to this property.

3.2.8 Legal Fees

I instructed Gunner Cooke ("GC") to deal with the Company's Investment Properties. To date, I have paid GC £5,618.00 plus VAT.

The amount of £3,118.00 plus VAT was paid to GC in respect of their fees and disbursements in connection with the preparation of documentation and their subsequent time and advice in relation to the sale of 48 Birchett Road. This comprised the preparation of the Deed of Release with regards to the fixed charge asset, and the Sale & Purchase Agreement with regards to the sale of the freeholds.

I have also paid GC £2,500 plus VAT in respect of their fees and disbursements in connection with the Deed of Surrender and Lease in regards to the property at 2 Little Court.

The sale of the freeholds at 1-4 Little Court has not yet been completed. Therefore, GC are yet to submit their final invoice for the work to date.

I also made payment to GC outside of the reporting period in respect of their fees and disbursements in connection with the sale of the freehold at 18 A/B Akeman Street.

GC were chosen on the basis that they have experience dealing with the sale of assets in insolvency situations, and taking into account the size and complexity of the legal issues. GC charge their fees on a time costs basis and they have provided me with a breakdown of their time spent.

3.2.9 Petitioning Creditors

Brook Street Des Roches ("BSDR") obtained an order from the Court that their fees in respect of the costs of the petition be paid as an expense of the Liquidation.

I have received and reviewed copies of their invoices in respect of their fees and disbursements in connection with their petitioning costs for the winding of the Company and agreed that £10,639.44 plus VAT be paid to BSDR.

4. ASSETS YET TO BE REALISED

In addition to the assets still to be realised as detailed in section 3.1 above, the following matters have been reviewed:

4.1 Freehold Land & Property

Furzehill View, Farmington – On the statement of affairs, there was "Freehold Land & Property (Stocks)" listed with a book value £4,509,669 and an estimated to realise value of £3,500,000. Lancashire Mortgage Company ("LMC") had a fixed charge over the property and were owed £5,041,636.22. Receivers were appointed on 1 November 2017 by LMC, and subsequently the property was sold for £2,850,000. The receivers have now ceased to act and there was no surplus from the sale of the property after payment was made to LMC. Therefore, no further action has been taken in this regard.

Leylands Farm, Cholesbury – The Company had previously entered into an option agreement in respect of the development site at Cholesbury for £250,000. This had a book value of £225,000, being the amount, the Company had paid towards the total sum due, and an uncertain estimated to realise value on the statement of affairs as it was believed that the option would lapse on insolvency.

I have undertaken further investigations into this matter. It would seem that the position is the agreement between the parties was never signed. The true nature of the sum advanced to the owner of the site, Mr Curtis, by the Company was a repayment of a loan due from Mr Olley to Mr Curtis. Further details are provided in the investigations section below.

4.2 Furniture & Equipment (Racking)

The Company had racking installed in a warehouse. The racking was then rented to Into the Light Ministries ("ITLM"). ITLM borrowed funds from Big Issue Invest Limited ("BII"), a registered charity, to purchase the racking from the Company. BII registered a charge over the racking for the funds supplied to ITLM.

At the time of payment for the purchase of the racking, there were outstanding rental arrears. The Company's position is that these payments were applied to the arrears and not the purchase. Whereas, in ITLM and BII's view, this payment was for the purchase of the racking. This has led to competing claims over ownership of the racking.

Furthermore, the landlord served notices to both the Company and BII stating that the racking had to be removed by 7 May 2019. In light of the impending deadline, it was agreed with BII that we would jointly instruct the agent to sell the racking and following receipt of funds, both parties would then discuss how this will be apportioned.

The racking has been sold for £35,000 plus VAT. During the reporting period a total of £11,000 has been received in this regard, however, since the reporting date a further £20,250 has been received. Accordingly, £3,750 remains outstanding.

These funds are currently held as trust until an agreement is reached with BII as to how they will be apportioned.

4.3 Book Debts

The Book Debts were listed as uncertain at the time of preparation of the statement of affairs. Upon review of the debtor ledger and Company's books and records, I have verified book debts totalling £1,067,196.54 and was made up as follows:

ITLM	224,050.00
Stretton Finance Limited	612,522.45
Airedale Securities Limited	57,065.76
Rents	172,900.00
Suspense	658.33
Total	<u>£1,067,196.54</u>

Into the Light Ministries ("ITLM") – The debt due from ITLM is for the arrears of rent in respect of racking. ITLM are being investigated by the charities commission on the basis of our investigations, there does not seem to be any assets to enforce our claim against.

Stretton Finance Limited ("SFL") – SFL are the largest creditor and a connected company by virtue of common directors and shareholders. The only asset of SFL is an amount owed by Thorne Barton Estates Limited, a connected company by virtue of the director and shareholder being the Director's spouse. I wrote to SFL for proposals of repayment.

With no proposals forthcoming, I then instructed solicitors, Stephenson Harewood, to pursue the debt.

SFL went into liquidation on 11 June 2019 and Alexander Kinninmonth of RSM and I were appointed Joint Liquidators. As liquidator of SFL, I am currently pursuing the debt against Thorne Barton Estate Limited. The outcome of this at present is uncertain.

Airedale Securities Limited ("ASL") – ASL is a BVI Company. I have instructed solicitors to pursue this debt. An UK property search was carried out, but no properties were identified.

The debts listed as rents is due from Your Farmer Ltd for the lease of Corbetts Farm Limited. I am currently pursuing Your Farmer for this debt.

No realisations have been made as at the date of the report but my investigations into the balance of debtors is ongoing.

5. LIABILITIES

5.1 Secured Creditors

An examination of the Company's mortgage register held by the Registrar of Companies, showed that the Company has granted the following charges:

5.1.1 Lancashire Mortgage Corporation Limited ("LMC") t/a Together

Created 1 November 2016 Delivered 4 November 2016

Brief Description

By way of legal mortgage, the freehold property known as Furzehill View, Farmington, Cheltenham, GL54 3NF and registered at the land registry under title number GR160107. Refer to instrument for more details. Contains fixed charge & floating charge. Floating charge covers all the property or undertaking of the company.

Note: £2,850,000 was paid to LMC from the sale of the property and there is no surplus payable to the liquidation.

5.1.2 Loxwood Holdings Limited

Created 20 July 2017 Delivered 29 July 2017

Brief Description

Fixed Charge in respect of Furzehill View, Farmington, Cheltenham, GL54 3NF

5.1.3 Barclays Bank Plc

Created 17 April 2013 Delivered 27 April 2013

Brief Description

Fixed Charge in respect of property known as 60 Broad Street, Chesham, Bucks. This property has been sold and the indebtedness to the charge holder has been paid in full and the surplus was received by the Company in 2017. A memorandum of satisfaction will be filed at Companies House shortly.

5.1.4 Investec Bank (UK) Limited

Created 13 January 2006 Delivered 25 January 2006

Brief Description

Legal Charge in respect of freehold property known as Birchett House, Birchett Road, Aldershot, Hampshire. This property has been sold and the indebtedness to the charge holder has been paid in full. A memorandum of satisfaction will be filed at Companies House shortly.

5.2 Preferential Creditors

There were no preferential creditors anticipated on the statement of affairs. I can confirm that no preferential creditors' claims have been received.

5.3 Non-preferential unsecured Creditors

The statement of affairs included 29 non-preferential unsecured creditors with an estimated total liability of £8,122,828.82, of which £23,170.24 was estimated to be owed to HMRC. I have received claims from 18 creditors at a total of £5,211,730.11, including HMRC's final claim of £56,648.08. I received one claim of £3,045,000.00 which is yet to be adjudicated and for the purposes of voting at the meeting of creditors, this claim was listed for £1.00. I have not received claims from 14 creditors with original estimated claims in the statement of affairs of £1,578,091.49.

6. DIVIDEND PROSPECTS

On the basis of current information, it is uncertain whether a dividend will be paid to any class of creditor.

7. INVESTIGATION INTO THE AFFAIRS OF THE COMPANY

I undertook an initial investigation into the Company's affairs to establish whether there were any potential asset recoveries or conduct matters that justified further investigation, taking account of the public interest, potential recoveries, the funds likely to be available to fund an investigation, and the costs involved. I am required by the Statements of Insolvency Practice to undertake such an initial investigation and the work detailed below has been undertaken in connection with that initial investigation.

In particular, I considered the following matters of concern raised by the Liquidation Committee namely:

- Martin Olley's role in the business.
- The charges listed on Companies House as satisfied.
- Option Agreement

Specifically, I recovered, listed and reviewed the Company's accounting records; obtained and reviewed copy bank statements for the 12 months prior to the Company ceasing to trade from the Company's bankers; and compared the information in the Company's last set of accounts with that contained in the statement of affairs lodged in the Liquidation and made enquiries about the reasons for the changes.

In addition to the matters raised by the committee, I identified the following areas where I considered that further investigation was required and comment as follows:

7.1 Company Accounts

I have requested on multiple occasions that the Company's accountant provide me with a breakdown of the assets and liabilities stated on the last filed accounts of the Company for the year ending 30 November 2015.

To date, I have yet to receive any response from the accountant in regards to the assets and liabilities and so my investigations remain ongoing.

7.2 Mr Martin Olley

Following the first committee meeting with members, I looked into Mr Martin Olley's role in the business. Mr Olley is not a registered director of the Company but is listed as a creditor.

Following a review of the books and records, I identified that Mr Olley was never listed as an employee of the Company. I then asked the Company secretary, June Hickey, how Mr Olley was remunerated for

the work he carried out for the Company. She confirmed that Mr Olley had a profit share agreement based on the Company's performance.

I also identified from the books and records that Mr Olley had dealt with some of the Company's finances, as many of the Company's invoices state they have been forwarded to Martin Olley to deal with.

Furthermore, Mr Olley has personally guaranteed some of the Company's liabilities.

The Liquidation Committee have also requested that I look into Martin Olley's claim in the liquidation. My investigations in this regard are still ongoing.

7.3 Charges on Companies House

Following a review of the charges on Companies House I noted that several charges were satisfied in May 2017. I then requested each charge holder, whose charge was satisfied in the last 10 years, to provide me with a statement of account with regards to money withdrawn and money paid by the Company. A number of charge holders provided me with a statement of account, however, some were unable to provide breakdown due to the charges being historic.

My investigations into this matter are still ongoing.

7.4 Option Agreement

As detailed in the assets section of the report, I reviewed an option agreement with regards to Leylands Farm between the Company and Mr Andy Curtis.

I began with a review of the Company's bank statements and noted payments totalling £225,000 were made to Mr Curtis. However, I noted no reference to this amount being due and payable to Mr Curtis. I then wrote Mr Curtis to provide an explanation.

Mr Curtis stated that this amount was a part payment of an agreed pre-payment of £250,000, relating to the option agreement.

Mr Curtis explained that he owned a 6-acre piece of land that had potential for development. He owned the land since 2006 and he was in no particular rush to develop it. In July 2012, he received a formal written offer from Rectory Homes to acquire the land for £1.275m subject to contract and planning. E. Greenham subsequently became interested in acquiring an option on the land and Mr Curtis had many discussions with Clive and Martin over 2012-2014, who he knew well. Mr Curtis negotiated with E. Greenham for a better deal as they were not as big as Rectory Homes, in developing terms.

The revised set of terms is as follows:

- A £250,000 option fee paid in advance.
- A purchase price of £1,000,000 in the option agreement which was subject to contract and planning.
- An overage arrangement to share any gross development value of over £4,000,000.

The first payment towards the £250,000 was made on 6th September 2013. Payments of £75,000 were received in 2013, £30,000 in 2014, £120,000 in 2015. Despite assurances from the Company the final £25,000 was never received.

A draft head of terms for the option agreement was issued in August 2014 and discussed between lawyers. The heads of terms were not signed as the final £25,000 was not received. The heads of terms were mutually acceptable at that time and the two parties would have progressed if the option fee had been paid.

As previously mentioned, it would seem that the actual position is that the sum advanced to Mr Curtis by the Company was a repayment of a loan due from Mr Martin Olley personally to Mr Curtis. This matter remains under review.

7.5 Payment Review

I have recently completed a comprehensive bank statement analysis to consider where any recovery action can be taken for the benefit of the estate. However, there are still some missing statements which I need to review and so my investigations remain ongoing.

Within three months of my appointment as Liquidator, I am required to submit a confidential report to the Secretary of State to include any matters which have come to my attention during the course of my work which may indicate that the conduct of any past or present Director would make them unfit to be concerned with the management of the Company. I would confirm that my report has been submitted.

Matters requiring further investigation that may lead to potential recovery actions have been identified, and the work outlined above was undertaken to further those investigations with a view to making recoveries for the benefit of the creditors.

8. PRE-APPOINTMENT REMUNERATION

The Liquidation Committee previously authorised the payment of a fee of £5,000 plus VAT for my assistance with preparing the statement of affairs and arranging the decision procedure for creditors to appoint a liquidator

The fee for preparing the statement of affairs and arranging the decision procedure for creditors to appoint a liquidator was paid by the director.

9. LIQUIDATOR'S REMUNERATION

My remuneration was approved on a time cost basis by the Liquidation Committee. I previously provided the committee with a fee estimate, which was not approved at the first meeting of creditors. The Committee requested at the second meeting that I provide them with a revised fee estimate. At the third meeting the revised fee estimate was provided to the committee. Again, this was not approved by the Committee. However, an initial fee cap of £20,000 were approved by the committee on 21 May 2019. I cannot draw remuneration in excess of the £20,000 without first seeking approval from the Liquidation Committee. The Committee also requested that a revised fee estimate for the liquidation be provided, which is enclosed as appendix 6. This was provided and rejected by one of the members of the Committee, Steve Smith of Mercer Hole, who has requested that an estimate outcome statement of the liquidation before any further fees are approved, which is enclosed as appendix 7.

There is certain work that I am required by the insolvency legislation to undertake in connection with the liquidation that provides no financial benefit for the creditors. A description of the routine work undertaken since my appointment as Liquidator is contained in Appendix 2

My total time costs to 14 August 2019 amount to £67,908.50, representing 337.40 of hours work at a blended charge out rate of £201.27 per hour.

I have drawn £20,000 to 14 August 2019.

My latest fee estimate provided to the committee is attached as appendix 6.

A copy of 'A Creditors Guide to Liquidators' Fees' also published by R3 can be accessed at <http://www.kallis.co.uk/downloads> by clicking the link underneath "Insolvency Office Holders' Fees and then under "A Creditor's Guide to Fees". Please note that there are different versions of these Guidance Notes, and in this case please refer to "Guide to Liquidators Fees" under Version 4 – Issued April 2017".

10. LIQUIDATOR'S EXPENSES

I have incurred expenses to 14 August 2019 of £45,313.46 and I have paid £22,626.51 to date

I have incurred the following expenses in the period since my appointment as Liquidator:

Type of expense	Amount incurred in the reporting period £	Amount paid in the reporting period £
Insolvency Risk Specialist (Insurance)	1,133.64	1,133.64
Specific Bond	276.00	276.00
Statutory Advertising	186.45	186.45
Insurance	1,582.48	1,582.48
Agents/Valuers Fees	250.00	250.00
Auctioneers Fees	1,160.00	1,160.00
Legal Fees	30,058.30	4,898.50
Petitioning Creditor	10,639.44	10,639.44
Postage	27.15	-

I have incurred the following category 2 disbursements in the period since my appointment as Liquidator:

Type of category 2 disbursement	Amount incurred in the reporting period £
Storage	45.00

I have used the following agents or professional advisors in the reporting period:

Professional Advisor	Nature of Work	Basis of Fees
Stone Carter Limited	Valuer / Agent	Fixed Fee - £250.00
Gunner Cooke Limited	Solicitors	Time Costs - £4,898.50
Stephenson Harewood LLP	Solicitors	Time Costs – Approx. £19,652.00
McHughes & Co Auctioneers	Auctioneers	Percentage of Fee of 2%

The choice of professionals was based on my perception of their experience and ability to perform this type of work and the complexity and nature of the assignment. I also considered that the basis on which they will charge their fees represented value for money. I have reviewed the charges they have made and am satisfied that they are reasonable in the circumstances of this case.

11. FURTHER INFORMATION

An unsecured creditor may, with the permission of the Court, or with the concurrence of 5% in value of the unsecured creditors (including the creditor in question), request further details of the Liquidator's remuneration and expenses within 21 days of their receipt of this report. Any secured creditor may request the same details in the same time limit.

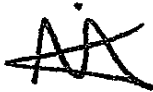
An unsecured creditor may, with the permission of the Court, or with the concurrence of 10% in value of the unsecured creditors (including the creditor in question), apply to Court to challenge the amount of remuneration charged by the Liquidator as being excessive, and/or the basis of the Liquidator's remuneration, and/or the amount of the expenses incurred as being excessive, within 8 weeks of their receipt of this report. Any secured creditor may make a similar application to court within the same time limit

To comply with the Provision of Services Regulations, some general information about Kallis & Company can be found at www.kallis.co.uk/legal.

12. SUMMARY

The Liquidation will remain open until all outstanding matters have been finalised. I estimate that this will take approximately 18-24 months and once resolved the Liquidation will be finalised and our files will be closed.


If creditors have any queries regarding the conduct of the Liquidation, or if they want hard copies of any of the documents made available on-line, they should contact Kevin Donnelly on 020 8446 6699, or by email at Kevin@kallis.co.uk.



Andreas Arakapiotis
LIQUIDATOR

E. Greenham Limited
(In Liquidation)
Liquidator's Summary of Receipts & Payments
To 14/08/2019

S of A £		£	£
	SECURED ASSETS		
3,500,000.00	Freehold Land & Property (Stocks)	<u>NIL</u>	NIL
	SECURED CREDITORS		
(4,600,000.00)	Lancashire Mortgage Corporation Limited	NIL	
(275,914.94)	Loxwood Holdings Limited	<u>NIL</u>	NIL
	ASSET REALISATIONS		
45,000.00	Investment Property	57,400.00	
Uncertain	Freehold Land & Property (Stocks)	NIL	
Uncertain	Furniture & Equipment	NIL	
Uncertain	Book Debts	NIL	
500.00	Cash at Bank	2,260.76	
	Bank Interest Gross	13.31	
	Third Party Funds	17,000.00	
	Construction Work Compensation	<u>41.54</u>	76,715.61
	COST OF REALISATIONS		
	Specific Bond	276.00	
	Preparation of Statement of Affairs	5,000.00	
	Office Holders Fees	20,000.00	
	Statutory Advertising	186.45	
	Insurance	1,582.48	
	Agents/Valuers Fees	250.00	
	Legal Fees	5,618.00	
	Auctioneers Fees	1,160.00	
	Petitioning Creditor	<u>10,639.44</u>	(44,712.37)
	UNSECURED CREDITORS		
(1,310,773.75)	Trade & Expense Creditors	NIL	
(202,786.89)	Directors	NIL	
(1,403,622.00)	Banks/Institutions	NIL	
(3,212.20)	HM Revenue & Customs (PAYE)	NIL	
(14,243.69)	HM Revenue & Customs (CT)	NIL	
(5,714.35)	HM Revenue & Customs (VAT)	NIL	
(4,906,561.00)	Other Creditors	<u>NIL</u>	NIL
	DISTRIBUTIONS		
(4,511.00)	Ordinary Shareholders	<u>NIL</u>	NIL
<u>(9,181,839.82)</u>			<u><u>32,003.24</u></u>
	REPRESENTED BY		
	Bank 1 Current Interest Bearing		24,919.36
	Vat Control Account		7,083.88
			<u><u>32,003.24</u></u>


Andreas Arakapiotis
Liquidator

APPENDIX 2 - A SCHEDULE OF ACTIONS UNDERTAKEN

1. Administration

This represents the work involved in the routine administrative functions of the case by the office holder and their staff, together with the control and supervision of the work done on the case by the office holder and their managers. It does not give direct financial benefit to the creditors, but has to be undertaken by the office holder to meet their requirements under the insolvency legislation and the Statements of Insolvency Practice, which set out required practice that office holders must follow.

- Case planning - devising an appropriate strategy for dealing with the case and giving instructions to the staff to undertake the work on the case.
- Setting up physical/electronic case files.
- Setting up the case on the practice's electronic case management system and entering data.
- Issuing the statutory notifications to creditors and other required on appointment as office holder, including gazetting the office holder's appointment.
- Obtaining a specific penalty bond.
- Dealing with all routine correspondence and emails relating to the case.
- Reviewing the adequacy of the specific penalty bond on a quarterly basis.
- Undertaking periodic reviews of the progress of the case.
- Overseeing and controlling the work done on the case by case administrators.
- Preparing, reviewing and issuing annual progress reports to creditors and members.
- Filing returns at Companies House.

2. Financials

- Opening, maintaining and managing the office holder's estate bank account.
- Creating, maintaining and managing the office holder's cashbook.
- Undertaking regular bank reconciliations of the bank account containing estate funds.
- Preparing and filing VAT returns.
- Preparing and filing Corporation Tax returns.

3. Creditors

Claims of creditors - the office holder needs to maintain up to date records of the names and addresses of creditors, together with the amounts of their claims as part of the management of the case, and to ensure that notices and reports can be issued to the creditors. The office holder also needs to deal with correspondence and queries received from creditors regarding their claims and dividend prospects as they are received. The office holder is required to undertake this work as part of his statutory functions.

- Dealing with creditor correspondence, emails and telephone conversations regarding their claims.
- Maintaining up to date creditor information on the case management system.
- Requesting additional information from creditors in support of their proofs of debt.
- Liaising with charge holders with regards to payments made by and to the Company.
- Calling and holding liquidation committee meeting.

4. Investigations

- Recovering the books and records for the case.
- Listing the books and records recovered.
- Submitting an online return on the conduct of the directors as required by the Company Directors Disqualification Act.
- Conducting an initial investigation with a view to identifying potential asset recoveries by seeking and obtaining information from relevant third parties, such as the bank, accountants, solicitors, etc.

- Reviewing books and records to identify any transactions or actions the office holder may take against a third party in order to recover funds for the benefit of creditors.
- Reviewing how the charges at Companies House were satisfied.
- Dealing with specific lines of investigation as requested by the Committee.

Analysis of Office Holder's time costs for the period 15/08/2018 To 14/08/2019

Classification of Work Content

	Partner Hours	Senior Manager Hours	Manager Hours	Senior Hours	Support Hours	Total Hours	Total Cost (GBP)	Average Hourly Rate (GBP)
Administration & Planning								
AD1.1 - Case planning and review	5.00	12.40	3.90	0.00	45.50	66.80	10,436.50	156.24
AD1.2 - Ongoing administration matters	0.00	0.00	3.00	0.00	26.40	29.40	3,315.00	112.76
AD1.3 - Statutory notices & reporting	0.00	0.00	0.30	0.00	14.90	15.20	1,557.50	102.47
Financials								
AD2.1 - Completion and agreement of tax returns	0.00	0.00	0.00	0.00	0.40	0.40	40.00	100.00
AD2.2 - Banking and reconciliations	0.00	0.00	0.00	0.30	4.80	5.10	517.50	101.47
AD2.3 - Expense reviews and payments	0.00	0.00	0.00	0.00	7.80	7.80	780.00	100.00
Realisation of Assets								
AD3.1 - Dealing with agents, asset and business sales	68.00	8.00	2.20	0.00	23.60	101.80	25,195.00	247.50
AD3.3 - Book debt collection	18.00	0.00	0.00	0.00	14.40	32.40	6,750.00	208.33
AD3.4 - Identifying assets and recovery	2.40	1.00	0.40	0.00	1.80	5.60	1,263.00	225.54
AD3.5 - Dealing with fixed charge assets	17.00	7.00	1.80	0.00	7.40	33.20	8,155.00	245.63
AD3.6 - Dealing with leasehold and freehold property	7.00	0.00	0.00	0.00	0.00	7.00	2,065.00	295.00
Investigations								
AD4.1 - SIP 2 review & CDDA reports	23.60	0.00	0.00	0.00	0.00	23.60	6,962.00	295.00
AD4.2 - Inventory and record review	4.70	61.30	0.00	0.00	27.80	93.80	21,637.00	230.67
AD4.3 - Investigations - antecedent transactions/misconduct	0.00	0.00	0.00	0.00	4.40	4.40	440.00	100.00
Creditors								
AD5.1 - Communication with creditors	0.00	0.00	0.00	0.00	5.50	5.50	550.00	100.00
AD5.2 - Creditors' claims (including Employees' and other preferential creditors')	4.70	61.30	0.00	0.00	17.90	83.90	20,647.00	246.09
	11.50	4.00	1.20	0.00	45.00	61.70	9,302.50	150.77
	11.50	0.00	1.20	0.00	35.10	47.80	7,172.50	150.05
	0.00	4.00	0.00	0.00	9.90	13.90	2,130.00	153.24
Total Hours	89.20	85.70	7.30	0.30	154.90	337.40		201.27
Total Fees (GBP)	26,314.00	24,424.50	1,642.50	37.50	15,490.00		67,908.50	

PRACTICE FEE RECOVERY POLICY FOR KALLIS & COMPANY

Introduction

The insolvency legislation was changed in October 2015, with one or two exceptions, for insolvency appointments made from that time. This sheet explains how we intend to apply the alternative fee bases allowed by the legislation when acting as office holder in insolvency appointments. The legislation allows different fee bases to be used for different tasks within the same appointment. The fee basis, or combination of bases, set for a particular appointment is/are subject to approval, generally by a committee if one is appointed by the creditors, failing which the creditors in general meeting, or the Court.

Further information about creditors' rights can be obtained by visiting the creditors' information micro-site published by the Association of Business Recovery Professionals (R3) at <http://www.creditorinsolvencyguide.co.uk/>. Details about how an office holder's fees may be approved for each case type are available in a series of guides issued with Statement of Insolvency Practice 9 (SIP 9) and can be accessed at www.kallis.co.uk. Alternatively a hard copy may be requested from Kallis & Company, Mountview Court, 1148 High Road, London N20 0RA. Please note, that we have provided further details in this policy document.

Once the basis of the office holder's remuneration has been approved, a periodic report will be provided to any committee and also to each creditor. The report will provide a breakdown of the remuneration drawn. If approval has been obtained for remuneration on a time costs basis, i.e. by reference to time properly spent by members of staff of the practice at our standard charge out rates, the time incurred will also be disclosed, whether drawn or not, together with the average, or "blended" rates of such costs. Under the legislation, any such report must disclose how creditors can seek further information and challenge the basis on which the fees are calculated and the level of fees drawn in the period of the report. Once the time to challenge the office holder's remuneration for the period reported on has elapsed, then that remuneration cannot subsequently be challenged.

Under some old legislation, which still applies for insolvency appointments commenced before 6 April 2010, there is no equivalent mechanism for fees to be challenged.

Time cost basis

When charging fees on a time costs basis we use charge out rates appropriate to the skills and experience of a member of staff and the work that they perform. This is combined with the amount of time that they work on each case, recorded in 6 minute units with supporting narrative to explain the work undertaken.

Chargeout Rates

Grade of staff	Current charge-out rate per hour, effective from 01/10/2019	Current charge-out rate per hour, effective from 01/10/2017
Senior Partner / appointment taker	£420	
Partner / appointment taker	£320-340	£295-375
Senior Manager	£295	£285
Manager	£240	£225
Senior/Case Administrator	£110-150	£125-175
Support Staff	£100-110	£85-100

Where necessary and appropriate, members of staff from other departments of the practice will undertake work on a case. They will be charged at their normal charge out rate for undertaking such work.

These charge-out rates charged are reviewed on periodic basis and are adjusted to take account of inflation and the firm's overheads.

Time spent on casework is recorded directly to the relevant case using a computerised time recording system and the nature of the work undertaken is recorded at that time. The work is generally recorded under the following categories:

Administration and Planning; Financials; Investigations; Realisation of Assets; Creditors; Trading; Case specific matters.

In cases where we were appointed prior to 1 October 2015, most of our fees were recovered on a time costs basis and appropriate authority was obtained from the creditors or the committee as set down in the legislation. The legislation changed on 1 October 2015 and on new appointments we continue to seek time costs for the majority of our cases.

When we seek time costs approval we have to set out a fees estimate. That estimate acts as a cap on our time costs so that we cannot draw fees of more than the estimated time costs without further approval from those who approved our fees. When seeking approval for our fees, we will disclose the work that we intend to undertake, the hourly rates we intend to charge for each part of the work, and the time that we think each part of the work will take. We will summarise that information in an average or "blended" rate for all of the work being carried out within the estimate. We will also say whether we anticipate needing to seek approval to exceed the estimate and, if so, the reasons that we think that may be necessary.

The disclosure that we make should include sufficient information about the insolvency appointment to enable you to understand how the proposed fee reflects the complexity (or otherwise) of the case, any responsibility of an exceptional kind falling on the office holder, the effectiveness with which the office holder has carried out their functions, and the value and nature of the property with which the office holder has to deal.

If we subsequently need to seek authority to draw fees in excess of the estimate, we will say why we have exceeded, or are likely to exceed the estimate; any additional work undertaken, or proposed to be undertaken; the hourly rates proposed for each part of the work; and the time that the additional work is expected to take. As with the original estimate, we will say whether we anticipate needing further approval and, if so, why we think it may be necessary to seek further approval.

Percentage basis

The legislation allows fees to be charged on a percentage of the value of the property with which the office holder has to deal (realisations and/or distributions). Different percentages can be used for different assets or types of assets. In cases where we were appointed prior to 1 October 2015, most of our fees were recovered on a time costs basis and appropriate authority was obtained from the creditors or the committee as set down in the legislation. The legislation changed on 1 October 2015 and we now seek remuneration on a percentage basis

more often. A report accompanying any fee request will set out the potential assets in the case, the remuneration percentage proposed for any realisations and the work covered by that remuneration, as well as the expenses that will be, or are likely to be, incurred. Expenses can be incurred without approval, but must be disclosed to help put the remuneration request into context.

The percentage approved in respect of realisations will be charged against the assets realised, and where approval is obtained on a mixture of bases, any fixed fee and time costs will then be charged against the funds remaining in the liquidation after the realisation percentage has been deducted.

The disclosure that we make should include sufficient information about the insolvency appointment to enable you to understand how the proposed fee reflects the complexity (or otherwise) of the case, any responsibility of an exceptional kind falling on the office holder, the effectiveness with which the office holder has carried out their functions, and the value and nature of the property with which the office holder has to deal.

If the basis of remuneration has been approved on a percentage basis then an increase in the amount of the percentage applied can only be approved by the committee or creditors (depending upon who approved the basis of remuneration) in cases where there has been a material and substantial change in the circumstances that were taken into account when fixing the original level of the percentage applied. If there has not been a material and substantial change in the circumstances then an increase can only be approved by the Court.

Fixed fee

The legislation allows fees to be charged at a set amount. Different set amounts can be used for different tasks. In cases where we were appointed prior to 1 October 2015, most of our fees were recovered on a time costs basis and appropriate authority was obtained from the creditors or the committee as set down in the legislation. The legislation changed on 1 October 2015 and we now seek remuneration on a fixed fee basis more often. A report accompanying any fee request will set out the set fee that we proposed to charge and the work covered by that remuneration, as well as the expenses that will be, or are likely to be, incurred. Expenses can be incurred without approval, but must be disclosed to help put the remuneration request into context.

The disclosure that we make should include sufficient information about the insolvency appointment to enable you to understand how the proposed fee reflects the complexity (or otherwise) of the case, any responsibility of an exceptional kind falling on the office holder, the effectiveness with which the office holder has carried out their functions, and the value and nature of the property with which the office holder has to deal.

If the basis of remuneration has been approved on a fixed fee basis then an increase in the amount of the fixed fee can only be approved by the committee or creditors (depending upon who approved the basis of remuneration) in cases where there has been a material and substantial change in the circumstances that were taken into account when fixing the original level of the fixed fee. If there has not been a material and substantial change in the circumstances then an increase can only be approved by the Court.

Members' voluntary liquidations and Voluntary Arrangements

The legislation changes that took effect from 1 October 2015 did not apply to members' voluntary liquidations (MVL), Company Voluntary Arrangements (CVA) or Individual Voluntary Arrangements (IVA). In MVLs, the company's members set the fee basis, often as a fixed fee. In CVAs and IVAs, the fee basis is set out in the proposals and creditors approve the fee basis when they approve the arrangement.

All bases

With the exception of Individual Voluntary Arrangements and Company Voluntary Arrangements which are VAT exempt, the officeholder's remuneration invoiced to the insolvent estate will be subject to VAT at the prevailing rate.

Agent's Costs

Charged at cost based upon the charge made by the Agent instructed, the term Agent includes:

Solicitors/Legal Advisors; Auctioneers/Valuers; Accountants; Quantity Surveyors; Estate Agents; Other Specialist Advisors.

In new appointments made after 1 October 2015, the office holder will provide details of expenses to be incurred, or likely to be incurred, when seeking fee approval. When reporting to the committee and creditors during the course of the insolvency appointment the actual expenses incurred will be compared with the original estimate provided.

Disbursements

In accordance with SIP 9 the basis of disbursement allocation in respect of disbursements incurred by the Office Holder in connection with the administration of the estate must be fully disclosed to creditors. Disbursements are categorised as either Category 1 or Category 2.

Category 1 expenses are directly referable to an invoice from a third party, which is either in the name of the estate or Kallis & Company; in the case of the latter, the invoice makes reference to, and therefore can be directly attributed to, the estate. These disbursements are recoverable in full from the estate without the prior approval of creditors either by a direct payment from the estate or, where the firm has made payment on behalf of the estate, by a recharge of the amount invoiced by the third party. Examples of category 1 disbursements are statutory advertising, external meeting room hire, external storage, specific bond insurance and Company search fees.

Category 2 expenses are incurred by the firm and recharged to the estate; they are not attributed to the estate by a third party invoice and/or they may include a profit element. These disbursements are recoverable in full from the estate, subject to the basis of the disbursement charge being approved by creditors in advance. Examples of category 2 disbursements are photocopying, internal room hire, internal storage and mileage.

It is proposed that the following Category 2 disbursements are recovered:

Room Hire	£50 per hour
Mileage	www.gov.uk/government/publications/rates-and-allowances-travel-mileage-and-fuel-allowances
Storage	£15 per box per annum
Destruction Costs	£5.50 per box

Rule 14.4 The Insolvency (England and Wales) Rules 2016

Proof of Debt – General Form

Name of Company in Liquidation:

E. Greenham Limited

Company Registration Number:

00476339

Date of Liquidation:

15 August 2018

1 Name of creditor

(If a company, please also provide the company registration number).

2 Correspondence address of creditor (including any email address)

3 Total amount of claim (£)
(include any Value Added Tax)

4 If amount in 3 above includes (£)
outstanding uncapitalised interest, state amount.

5 Details of how and when the debt was incurred.
(If you need more space, attach a continuation sheet to this form)

6 Details of any security held, the value of the security and the date it was given.

7 Details of any reservation of title claimed in respect of goods supplied to which the debt relates.

8 Details of any document by reference to which the debt can be substantiated

9 Signature of creditor
(or person authorised to act on the creditor's
behalf)

10 Address of person signing if different from 2
above

11 Name in BLOCK LETTERS:

12 Position with, or relation to, creditor

13 Date of signature

Admitted to vote for

Amount (£)

Date

Admitted for dividend for

Amount (£)

Date

Andreas Arakapiotis
LIQUIDATOR

Andreas Arakapiotis
LIQUIDATOR

Notes:

1. There is no need to attach them now but the office holder may ask you to produce any document or other evidence which is considered necessary to substantiate the whole or any part of the claim, as may the chairman or convenor of any qualifying decision procedure.

2. This form can be authenticated for submission by email by entering your name in block capitals and sending the form as an attachment from an email address which clearly identifies you or has been previously notified to the office holder. If completing on behalf of a company, please state your relationship to the company.

E. Greenham Limited - In Liquidation
Fees Budget

Appendix 6

Description of the tasks to be undertaken

	Fees Incurred to date £	Estimated Futures Fees £	Total Estimated Fees £
AD1 - ADMINISTRATION			
Administering the affairs of the company in accordance with the Insolvency Legislation and Statements of Insolvency Practice	10,216.50	11,000.00	21,216.50
AD2 - FINANCIAL			
Maintaining and dealing with banking, post appointment tax matters, expenses and payments.	1,080.00	2,000.00	3,080.00
AD3 - REALISATION OF ASSETS			
Finalising the sale of the freehold properties	13,021.50	5,000.00	
Liaising with the architect with regards to the progress of Clophill	1,050.00	5,000.00	
Liaising with relevant parties with to finalise the sale of the racking	1,850.00	2,000.00	
Realisations of book debts	2,216.00	5,000.00	
General	4,030.00	-	
	<u>22,167.50</u>	<u>17,000.00</u>	<u>39,167.50</u>
AD4 - INVESTIGATIONS			
Finalising the the bank statements analysis and further review of highlighted transactionscarried out	12,992.50	5,000.00	
Review of the Charges and flow of cash	1,960.50	4,000.00	
Review of Martin Olley's claim, role and flow of the funds	120.00	4,000.00	
Statutory	790.00	-	
General	5,974.00	-	
	<u>21,837.00</u>	<u>13,000.00</u>	<u>34,837.00</u>
AD5 - CREDITORS			
Maintaining records of the claims of creditors and formally agreeing them and paying a dividend if sufficient realisations are made	3007.5	6,000.00	
Reporting to the Committee and holding periodic meeting	5295	6,000.00	
	<u>8,302.50</u>	<u>12,000.00</u>	<u>20,302.50</u>
Total Fees (GBP)	<u>63,403.50</u>	<u>55,000.00</u>	<u>118,403.50</u>