

The Insolvency Act 1986

Notice of move from administration to dissolution

2.35B

Name of Company Steads Limited t/a First Luggage Direct	Company number 00722228
In the High Court of Justice <small>[full name of court]</small>	Court case number 3643 of 2008

(a) Insert name(s) and address(es) of administrator(s)

I/We (a) David Harry Gilbert of BDO Stoy Hayward LLP, 55 Baker Street, London W1U 7EU and William John Turner of BDO Stoy Hayward LLP, Prospect Place, 85 Great North Road, Hatfield, AL9 5BS

(b) Insert name and address of registered office of company

having been appointed administrator(s) of (b) Steads Limited t/a First Luggage Direct whose registered office is situated at BDO Stoy Hayward LLP, 2 City Place, Beehive Ring Road, Gatwick, RH6 0PA.

(c) Insert date of appointment


On (c) 15 May 2008 by (d) the company's directors

(d) Insert name of applicant / appointor

hereby give notice that the provisions of paragraph 84(1) of Schedule B1 to the Insolvency Act 1986 apply:

I/We attach a copy of the ~~final~~ progress report.

Signed


Joint/administrator(s)

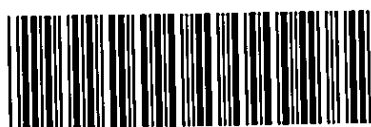
Dated

14 MAY 2009

Contact Details:

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

BDO Stoy Hayward LLP, 2 City Place, Beehive Ring Road,	
Gatwick, West Sussex, RH6 0PA.	
Our Ref 002844/KTW/ADM981/C15	Tel 01293 591 000
DX Number	DX Exchange



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18/05/2009

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COMPANIES HOUSE

When you have completed and signed this form please send it to the Registrar of Companies at:

Companies House, Crown Way, Cardiff, CF14 3UZ

DX 33050 Cardiff

Private and Confidential

«NAME»

«A1»

«A2»

«A3»

«A4»

«A5»

14 May 2009

Your Ref «CREF»

Our Ref WT/NL/Steads/A6

Please ask for
Kevin Wheeler
01293 591108

TO ALL CREDITORS

Dear Sirs

Steads Limited t/a First Luggage Direct ("the Company") - In Administration

I now supply my final report in respect of this Administration now that I am in a position to conclude the administration and move to dissolution.

I enclose, for your information, a summary of my proposed final receipts and payments for the administration.

1 Receipts and Payments

The receipts and payments shown are largely self-explanatory, although I would comment specifically on the following:

1.1 Sale of the Business

With the exception of the stock, the remaining assets, including the lease to the Bexleyheath shop, were sold to Steads Retail Limited, a company controlled by some of the directors' of Steads Limited. The consideration for the sale of the assets totalled £40,500. The Administrators' receipts and payments account attached records the breakdown of the sale consideration.

As well as the sale and purchase agreement for the assets, the Company and Steads Retail Limited also entered into a tenancy agreement for their continued occupation of the leasehold unit at Bexleyheath. Under the terms of the tenancy agreement, the monthly rent of £4,428 plus VAT was paid to the Administrators by Steads Retail Limited. This rent has been paid to the landlord's agent, The Mall Corporation.

1.2 Stock

Following conclusion of all retention of title claims, the residual unencumbered stock was passed to our instructed agents to deal with disposal. Final realisations amounted to £14,928.

1.3 Interest

Interest amounting to £334 has been received on the funds held in the Administration bank account.

2 Barclays Bank Plc

Barclays Bank Plc holds a debenture over the assets of the Company, incorporating fixed and floating charges and dated 19 July 1993. A payment of £15,000 was made to Barclays Bank Plc following completion of the sale and purchase agreement, in June 2008.

2.1 Agent's Fees and Expenses

Wyles Hardy & Co was instructed by the Administrators to carry out valuations of the Company's assets and assist with their disposal as part of the sale to Steads Retail Limited. Total costs, including out of pocket expenses, have been paid to Wyles Hardy & Co amounting to £2,841.

In addition, James Owen & Co was subsequently instructed to dispose of the residual unencumbered stock, having previously dealt with any retention of title issues. Total costs, including out of pocket expenses, have been paid to James Owen & Co amounting to £2,123.

2.2 Legal Fees

Legal fees paid to date amount to £16,166 plus VAT for advice provided to the Administrators on the validity of the debenture in favour of Barclays Bank Plc, dealing with the sale and purchase and tenancy agreements in respect of the sale of the company's assets to Steads Retail Limited and their continued occupation of the leasehold unit at Bexleyheath, advising on retention of title issues, where appropriate, and dealing with the necessary documentation in relation to the surrender of the leases in respect of the Company's former shop units, vacated prior to the Company entering administration.

2.3 Accountant's Fees

Accountant's fees paid in the Administration amount to £1,500 plus VAT relate to Vantis Group Limited for assistance provided to the directors in relation to the preparation of the statement of affairs.

2.4 Storage Costs

The stock retained at the Company's leasehold shops were removed and placed into secure storage, with Safestore Limited, immediately upon the Administrators' appointment. Storage costs paid to Safestore Limited amount to £2,778 plus VAT.

2.5 Employment Costs

ERA Solutions were instructed by the Administrators' to deal with all issues arising from the redundancy of the employees, including advising on the submission of claims to the Redundancy Payments Office. Total costs of £500 plus VAT have been paid.

3 Leasehold Properties

The lease to the premises in Bexleyheath has expired. Under the terms of a tenancy agreement entered into between the Company and Steads Retail Limited in May 2008, Steads Retail Limited were to occupy the unit and settle the monthly rent due, subsequently securing a new lease with the landlord directly.

Formal surrenders of the remaining leases in the name of the Company in Salisbury, Chichester and Dorking have been executed by the Administrators.

4 Corporation Tax

No capital gains or corporation tax liability has arisen during the administration period.

5 Prospects for Creditors

5.1 Secured Creditors

Barclays Bank Plc is the Company's only secured creditor. At the date of administration, the indebtedness to the bank amounted to £176,000. A payment of £15,000 has been made to the bank under the terms of their security. No further payment will be made to the bank as a result of the level of realisations and the costs of administration.

5.2 Preferential Creditors

The only preferential creditor is the Redundancy Payments Office in respect of payments made to the Company's former employees for arrears of wages and holiday pay. The total preferential claim amounts to £5,746. There will be no distribution to the preferential creditors within the administration.

5.3 Non-preferential Creditors

The non-preferential unsecured creditors included in the statement of affairs were estimated at £618,796. To date, claims amounting to £231,159 have been received. There will be no distribution to the non-preferential unsecured creditors within the administration.

6 Statutory Information.

The Joint Administrators are David Harry Gilbert of 55 Baker Street, London W1U 7EU and William John Turner of Prospect House, 85 Great North Road, Hatfield, Herts AL9 5BS and they were appointed in respect of the above company on 15 May 2008. Under the provisions of paragraph 100(2) of schedule B1 of the Insolvency Act 1986 the Administrators carry out their functions jointly and severally and neither Administrator has exclusive power to exercise any function.

The administrators were appointed by the directors, pursuant to Paragraph 22 of Schedule B1 of the Insolvency Act 1986. The Administration proceedings are dealt with in the High Court of Justice and the Court Case Number is 3643 of 2008.

The company's registered office is situated at BDO Stoy Hayward LLP, 2 City Place, Beehive Ring Road, Gatwick, RH6 0PA and the registered number is 00722228.

7 Administrators' Remuneration

In accordance with the Administrators' proposals, the creditors' have already approved the Administrators' remuneration on a time costs basis. As authorised by the secured creditor, I have drawn £13,562 in respect of remuneration as shown on the attached receipts and payments account.

In accordance with the Statement of Insolvency Practice No 9, I attach a schedule which summarises the time costs that have been incurred to date and indicates the work that has been undertaken.

The significant proportion of the time costs that have been incurred by the Administrators in carrying out their duties will be written off.

8 Disbursements

Where disbursements are recovered in respect of precise sums expended to third parties there is no necessity for these costs to be authorised. These are known as category 1 disbursements. I therefore report that since my last report the sum of £204 has been drawn in respect of category 1 disbursements for statutory advertising.

Category 2 disbursements require approval of creditors before they can be drawn. BDO Stoy Hayward LLP does not charge any category 2.

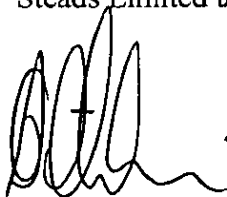
8 Exit from Administration by Dissolution

The administration is for all practical purposes complete.

The company shall now move from administration to dissolution and in accordance with the provisions of Rule 2.118 of the Insolvency Rules 1986, I attach a copy of Form 2.35b, which has been filed at Court and with the Registrar of Companies and my appointment will conclude upon it's registration at Companies House.

Should you have any queries or require any further information at this stage, please do not hesitate to contact Nick Lovelock or Kevin Wheeler of this office.

Yours faithfully
For and on behalf of
Steads Limited t/a First Luggage Direct



W J Turner
Joint Administrator

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**Steads Limited t/a First Luggage Direct
(In Administration)**

**Joint Administrators' Proposed Final Summary Receipts and Payments Account for the
period 15 May 2008 (Date of Appointment) to 14 May 2009 (Conclusion of Administration)**

	15/05/08 to 14/11/2008 £	Total £
Receipts		
Goodwill	23,000	23,000
Customer Contracts	1,000	1,000
Supply Contracts	1,000	1,000
Intellectual Property Rights	1,000	1,000
WIP	1,000	1,000
Leasehold Properties	2,000	2,000
Commercial Records	1,000	1,000
Plant & Machinery	1,000	1,000
Motor Vehicles	9,500	9,500
Stock	14,928	14,928
Rates	114	114
Interest Gross	261	335
VAT	5,712	9,660
	<u>£61,515</u>	<u>£65,537</u>
Payments		
Chargeholder	15,000	15,000
Administrator's Fees	-	13,562
Administrator's Expenses	-	204
Accountants	1,500	1,500
Agents Fees	4,964	4,964
Storage Costs	2,778	2,778
ERA	500	500
Legal Fees	7,895	16,166
Insurance of Assets	-	1,063
Bank Charges	140	140
VAT	4,934	9,660
	<u>37,710</u>	<u>65,537</u>
Balance at Bank	<u>23,805</u>	<u>-</u>
	<u>£61,515</u>	<u>£65,537</u>

W J Turner
Joint Administrator

BDO Stoy Hayward LLP
Prospect House
85 Great North Road
Hatfield
Herts AL9 5BS

STEAD'S LIMITED - IN ADMINISTRATION

Summary of Time Charged and Rates Applicable for the Period From 17/05/2008 to 14/05/2009

Description	MANAGER		ASSISTANT MANAGER		ADMINISTRATOR		OTHER STAFF		GRAND TOTAL		AV RT
	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	
Steps on Appointment	0.20	64.40			8.00	1,128.00			8.20	1,192.40	145.41
Planning and Strategy	5.75	1,961.00			0.45	66.15			6.20	2,027.15	326.96
General Administration	6.50	2,300.15			19.35	2,990.95	4.85	392.05	30.70	5,683.15	185.12
Assets Realisation/Dealing	37.60	12,963.60			16.95	2,426.85			54.55	15,390.45	282.13
Trading Related Matters	1.50	483.00							1.50	483.00	322.00
Employee Matters	0.25	79.00			4.05	560.00			4.30	639.00	148.60
Creditor Claims	0.30	94.80			33.05	4,714.00			33.35	4,808.80	144.19
Reporting	13.65	4,502.20	0.50	152.00	19.20	2,772.90			33.35	7,427.10	222.70
Distribution and Closure	2.20	708.40			5.35	1,096.75			7.55	1,805.15	239.09
Work	24.20	8,586.05			29.50	4,159.50			53.70	12,745.55	237.35
	92.15	31,742.60	0.50	152.00	135.90	19,915.10	4.85	392.05	233.40	52,201.75	225.36



BDO Stoy Hayward

Steads Limited t/a First Luggage Direct - In Administration

In accordance with best practice I provide below details of policies of BDO Stoy Hayward LLP in respect of fees and expenses for work in relation to the above insolvency.

The current charge out rates per hour of staff within my firm who may be involved in working on the insolvency, follows: This in no way implies that staff at all such grades will work on the case.

GRADE	£
Partner1	559
Partner 2	451
Director	380
Senior Manager	322-350
Assistance Manager	217
Senior Executive	205
Executive	150-164
Junior Executive	117
Trainee	74
Support staff/Secretary	74

The rates charged by BDO Stoy Hayward LLP, 2 City Place, Beehive Ring Road, West Sussex, RH6 OPA are reviewed in December and July each year 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. Units of time can be as small as 3 minutes. BDO Stoy Hayward LLP records work in respect of insolvency work under the following categories:-

Pre Appointment
Steps upon Appointment
Planning and Strategy
General Administration
Asset Realisation/Management
Trading Related Matters
Employee Matters
Creditor Claims
Reporting
Distribution and Closure
Other Issues.

Under each of the above categories the work is recorded in greater detail in sub categories. Please note that the 11 categories provide greater detail than the six categories recommended by the Recognised Professional Bodies who are responsible for licensing and monitoring insolvency practitioners.



BDO Stoy Hayward

Where an officeholder's remuneration is approved on a time cost basis the time invoiced to the case will be subject to VAT at the prevailing rate.

Where remuneration has been approved on a time costs basis a periodic report will be provided to any committee appointed by the creditors or in the absence of a committee to the creditors. The report will provide a breakdown of the remuneration drawn and will enable the recipients to see the average rates of such costs.

Other Costs

Where expenses are incurred in respect of the insolvent estate they will be recharged. Such expenses can be divided into two categories.

Category 1

This heading covers expenses where BDO Stoy Hayward LLP has met a specific cost in respect of the insolvent estate where payment has been made to a third party. Such expenses may include items such as advertising, couriers, travel (by public transport), searches at Companies House, land registry searches, fees in respect of swearing legal documents, external printing costs etc. In each case the recharge will be reimbursement of a specific expense incurred.

A further disbursement under this heading is the cost of travel where staff use either their own vehicles or company cars in travelling connected with the insolvency. In these cases a charge of 40p per mile is raised which is in line with the Inland Revenue Approved Mileage Rates (median – less than 10,000 miles per annum) which is the amount the firm pays to staff.

Where applicable, disbursements will be subject to VAT at the prevailing rate.

Category 2

Additionally some firms recharge expenses for example postage, stationery, photocopying charges, telephone and fax costs, which cannot economically be recorded in respect of a each specific case. Such expenses, which are apportioned to cases, require the approval of the creditors, before they can be drawn, and these are known as category 2 disbursements. The policy of BDO Stoy Hayward LLP, effective from 1 July 2003, is not to recharge any expense which is not a specific cost to the case, therefore there will be no category 2 disbursements charged. Category 2 disbursements, because they are imprecise, require approval by the creditors before they can be drawn.