

LIQ03

Notice of progress report in voluntary winding up



Companies House

TUESDAY



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05/05/2020

#32

COMPANIES HOUSE

1 Company details

Company number 0 2 2 6 3 5 6 3
Company name in full Royle Retirement Limited (Formerly Royle Recruitment Limited)

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

2 Liquidator's name

Full forename(s) Julian
Surname Pitts

3 Liquidator's address

Building name/number Fourth Floor
Street Toronto Square
Post town Toronto Street
County/Region Leeds
Postcode L S 1 2 H J
Country

4 Liquidator's name ①

Full forename(s) Lee
Surname Lockwood

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

5 Liquidator's address ②

Building name/number Fourth Floor
Street Toronto Square
Post town Toronto Street
County/Region Leeds
Postcode L S 1 2 H J
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 0	^d 4	^m 0	^m 3	^y 2	^y 0	^y 1	^y 9
To date	^d 0	^d 3	^m 0	^m 3	^y 2	^y 0	^y 2	^y 0

7 Progress report☒ The progress report is attached**8** Sign and date

Liquidator's signature

Signature

X



X

Signature date

^d 2	^d 9	^m 0	^m 4	^y 2	^y 0	^y 2	^y 0
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LIQ03

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**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	Amelia Blythe
Company name	Begbies Traynor (Central) LLP
Address	Fourth Floor Toronto Square
Post town	Toronto Street
County/Region	Leeds
Postcode	L S 1 2 H J
Country	
DX	
Telephone	0113 244 0044

**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

**Royle Retirement Limited (Formerly Royle
Recruitment Limited) (In Creditors'
Voluntary Liquidation)**

Progress report

Period: 4 March 2019 to 3 March 2020

Important Notice

This progress report has been produced solely to comply with our statutory duty to report to creditors and members of the Company on the progress of the liquidation. The report is private and confidential and may not be relied upon, referred to, reproduced or quoted from, in whole or in part, by creditors and members for any purpose other than this report to them, or by any other person for any purpose whatsoever.

This report has been produced during the Covid-19 HM Government restrictions. As a result, our access to information within our physical case files has been limited as our firm has implemented remote working wherever possible in line with HM Government guidance in order to protect its employees and to limit the spread of the virus. Consequently this report has been prepared from information we are able to access remotely. We have taken every reasonable step to ensure that the information is accurate, but if anything is incorrect or incomplete, we will provide an explanation and corrected information in our next progress report.

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1. INTERPRETATION

<u>Expression</u>	<u>Meaning</u>
"the Company"	Royle Retirement Limited (Formerly Royle Recruitment Limited) (In Creditors' Voluntary Liquidation)
"the liquidation"	The appointment of liquidators on 4 March 2016.
"the liquidators", "we", "our" and "us"	Julian Pitts of Begbies Traynor (Central) LLP, Fourth Floor, Toronto Square, Toronto Street, Leeds, LS1 2HJ and Lee Lockwood of Begbies Traynor (Central) LLP, Fourth Floor, Toronto Square, Toronto Street, Leeds, LS1 2HJ
"the Act"	The Insolvency Act 1986 (as amended)
"the Rules"	The Insolvency (England and Wales) Rules 2016
"secured creditor" and "unsecured creditor"	Secured creditor, in relation to a company, means a creditor of the company who holds in respect of his debt a security over property of the company, and "unsecured creditor" is to be read accordingly (Section 248(1)(a) of the Act)
"security"	(i) In relation to England and Wales, any mortgage, charge, lien or other security (Section 248(1)(b)(i) of the Act); and (ii) In relation to Scotland, any security (whether heritable or moveable), any floating charge and any right of lien or preference and any right of retention (other than a right of compensation or set off) (Section 248(1)(b)(ii) of the Act)
"preferential creditor"	Any creditor of the Company whose claim is preferential within Sections 386, 387 and Schedule 6 to the Act

2. COMPANY INFORMATION

Trading name:	Royle Recruitment Limited
Company registered number:	02263563
Company registered office:	Fourth Floor, Toronto Square, Toronto Street, Leeds, LS1 2HJ
Former trading address:	Merchant Exchange 5, Skeldergate, York, North Yorkshire, YO1 6DG

3. DETAILS OF APPOINTMENT OF LIQUIDATORS

Date winding up commenced:	4 March 2016
Date of liquidators' appointment:	4 March 2016
Changes in liquidator (if any):	None

4. PROGRESS DURING THE PERIOD

Receipts and Payments

Attached at Appendix 1 is our abstract of receipts and payments for the period from 4 March 2019 to 3 March 2020.

What work has been done in the period of this report, why was that work necessary and what has been the financial benefit (if any) to creditors?

Details of the types of work that generally fall into the headings mentioned below are available on our firm's website - <http://www.begbies-traynorgroup.com/work-details>. Under the following headings we have explained the specific work that has been undertaken on this case. Not every piece of work has been described, but we have sought to give a proportionate overview which provides sufficient detail to allow creditors to understand what has been done, why it was necessary and what financial benefit (if any) the work has provided to creditors.

The costs incurred in relation to each heading are set out in the Time Costs Analysis which is attached at Appendix 2. *There is an analysis for the period of the report and also an analysis of time spent on the case since the date of our appointment.* The details below relate to the work undertaken in the period of the report only. Our previous reports contain details of the work undertaken since our appointment.

General case administration and planning

The liquidators have continued to review the case on a regular basis in order to ensure that any material decisions are recorded and that the case is being progressed. The case strategy is updated accordingly. We are required to maintain files and therefore general administrative tasks are undertaken, for which time is recorded under this heading.

Compliance with the Insolvency Act, Rules and best practice

The liquidators are required to produce progress reports on an annual basis in order to provide an update to creditors of the progress made and receipts and payments during the period. The last progress report dated 2 May 2019 has been produced, circulated and filed with the Registrar of Companies during the period.

Minimal interest has accrued on funds held by the liquidators during the period. The statutory bond has been reviewed on a receipt by receipt basis in order to ensure that assets in the liquidation are sufficiently in order to protect the interests of creditors.

Investigations

Creditors may recall from the directors' statement of affairs that the claim of HM Revenue & Customs was disputed by the directors. This claim arose as the Company had incentivised its employees by way of a number of tax planning schemes which were subject to enquiry by HMRC. HMRC issued determinations for tax due and subsequently issued Accelerated Payment Notice warnings.

The determinations issued were disputed by the directors and the scheme providers, but the joint liquidators are advised that the determinations are provable claims in the liquidation.

With the assistance of our solicitors and BTG Forensics, part of Begbies Traynor Group, we have reviewed the avoidance schemes and the business transfer in 2015.

As previously reported, we have identified potential antecedent transaction claims relating to this business transfer. We have again written to the Directors of the company requesting their proposal to settle these claims, in the context of the unsatisfied external liabilities which the Company has. The Directors have sought legal advice on this matter and it is ongoing.

Realisation of assets

We had anticipated that further realisations would be possible through a settlement with the directors and HMRC, and this would allow a distribution to creditors. However, it is now clear that such a tri partite settlement is unlikely. We are therefore considering how best to progress the potential claims.

Dealing with all creditors' claims (including employees), correspondence and distributions

We have had regular correspondence with HMRC with regard to the Company.

Other matters which includes seeking decisions from creditors (via Deemed Consent Procedure and/or Decision Procedures, tax, litigation, pensions and travel

We have completed a Corporation Tax return following the previous anniversary and VAT reclaims to recover VAT on expenses of the liquidation.

5. ESTIMATED OUTCOME FOR CREDITORS

Details of the sums owed to each class of the Company's creditors were provided in the directors' statement of affairs.

On the basis of realisations to date and estimated future realisations we estimate an outcome for each class of the Company's creditors as follows:

Secured creditors

There are a number of charges shown as outstanding at Companies House. It is the liquidators' understanding that there are no amounts outstanding under the charges in favour of Close Brothers Ltd and Barclays Bank plc. The validity of the charge shown as outstanding in favour of James Robert Craven, Louise Gwendoline Aston, Robert Morton Craven, and Alexandra Norma Craven is subject to review by the liquidators due to the timing of the charge.

Preferential creditors

The directors had advised that there are no known preferential claims. However, we are awaiting confirmation from the pension scheme provider as to whether there are any arrears of pension contributions, some of which may fall as preferential.

Prescribed Part for unsecured creditors pursuant to Section 176A of the Act

Section 176A of the Act provides that, where the company has created a floating charge on or after 15 September 2003, the liquidator must make a prescribed part of the Company's net property available for the unsecured creditors and not distribute it to the floating charge holder except in so far as it exceeds the amount required for the satisfaction of unsecured debts. Net property means the amount which would, were it not for this provision, be available to floating charge holders out of floating charge assets (i.e. after accounting for preferential debts and the costs of realising the floating charge assets). The prescribed part of the Company's net property is calculated by reference to a sliding scale as follows:

- ☐ 50% of the first £10,000 of net property;
- ☐ 20% of net property thereafter;
- ☐ Up to a maximum amount to be made available of £600,000

A liquidator will not be required to set aside the prescribed part of net property if:

- ☐ the net property is less than £10,000 and the liquidator thinks that the cost of distributing the prescribed part would be disproportionate to the benefit; (Section 176A(3)) or
- ☐ the liquidator applies to the court for an order on the grounds that the cost of distributing the prescribed part would be disproportionate to the benefit and the court orders that the provision shall not apply (Section 176A(5)).

To the best of our knowledge and belief, there are no unsatisfied floating charges created or registered on or after 15 September 2003 and, consequently, there is no net property as defined in Section 176A(6) of the Act and, therefore, no prescribed part of net property is available for distribution to the unsecured creditors.

Unsecured creditors

At present there are insufficient funds to pay a dividend to unsecured creditors of the Company. Any return to creditors remains dependent on the outcome of our ongoing investigations and claims being pursued by the liquidators.

6. REMUNERATION & DISBURSEMENTS

Remuneration

Our remuneration has been fixed by a resolution of creditors by correspondence by reference to the time properly given by us (as liquidators) and the various grades of our staff calculated at the prevailing hourly

charge out rates of Begbies Traynor (Central) LLP in attending to matters arising in the winding up set out in the fees estimate dated 29 March 2016 in the sum of £30,377.50. We are authorised to draw disbursements, including disbursements for services provided by our firm (defined as category 2 disbursements in Statement of Insolvency Practice 9) in accordance with our firm's policy, which is attached at Appendix 2 of this report.

Our time costs for the period from 4 March 2019 to 3 March 2020 amount to £17,361 which represents 53 hours at an average rate of £328 per hour.

The following further information in relation to our time costs and disbursements is set out at Appendix 2:

- ☐ Time Costs Analysis for the period 4 March 2019 to 3 March 2020
- ☐ Begbies Traynor (Central) LLP's charging policy

To 3 March 2020, we have not drawn any amount on account of our remuneration, against total time costs of £52,609 incurred since the date of our appointment.

Time Costs Analysis

The Time Costs Analysis for the period of this report attached at Appendix 2 shows the time spent by each grade of staff on the different types of work involved in the case, and gives the total costs and average hourly rate charged for each work type. An additional analysis is also attached which details the time costs for the entire period for which we have administered the liquidation.

Please note that each analysis provides details of the work undertaken by us and our staff following our appointment only.

As can be seen from the information above, we have exceeded the limit of our fees estimate. For the avoidance of any doubt, we have not drawn any remuneration in excess of the level approved. The reasons why the estimate has been exceeded were detailed in our last report to creditors and are as follows:

- More time than anticipated was spent corresponding with the liquidators of the tax scheme providers in order to obtain documents in relation to the scheme entered into by the Company;
- There were a vast number of documents provided by the tax scheme providers and the Company's accountants. Significant time has been spent reviewing these documents;
- Time has been spent corresponding with the directors of the Company in respect of the antecedent transactions identified.

In light of the above, we are obliged to provide creditors with details of the additional work that we propose to undertake and has been undertaken along with details of the time and cost of that additional work. This information appears at Appendix 2. We anticipate that we may need to seek approval of a further increase to our estimate following this proposed increase if we are not able to reach a settlement in respect of the claim identified by the liquidators.

We are seeking creditors' approval of our further estimate by way of a Decision Procedure via correspondence and a Notice providing further information about the decisions being sought by correspondence together with a Voting Form have been provided separately.

Disbursements

To 3 March 2020, we have also drawn disbursements in the sum of £24. This relates to the statutory bond, a Category 1 Disbursement that does not require specific creditor approval.

Category 2 Disbursements

There have been no Category 2 Disbursements or disbursements that should be treated as Category 2 Disbursements incurred during the period of this report.

A copy of 'A Creditors' Guide to Liquidators Fees (E&W) 2015' which provides guidance on creditors' rights on how to approve and monitor a Liquidator's remuneration and on how the remuneration is set can be obtained online at www.begbies-traynor.com/creditorsguides. Alternatively, if you require a hard copy of the Guide, please contact our office and we will arrange to send you a copy.

7. LIQUIDATORS' EXPENSES

A statement of the expenses incurred during the period of this progress report is attached at Appendix 3. A cumulative statement showing the total expenses incurred since the date of our appointment also appears at Appendix 3.

Expenses actually incurred compared to those that were anticipated

Creditors will recall that we estimated that the expenses of the liquidation would total £15,295 in the revised estimate of expenses included in our previous report to creditors. That estimate has not been exceeded and we do not expect it to be exceeded if matters progress to conclusion as envisaged.

8. ASSETS THAT REMAIN TO BE REALISED AND WORK THAT REMAINS TO BE DONE

What work remains to be done, why is this necessary and what financial benefit (if any) will it provide to creditors?

General case administration and planning

The liquidators will continue to review the case on a regular basis to ensure that the case is being progressed and that case files are being maintained in an adequate manner.

Compliance with the Insolvency Act, Rules and best practice

Once matters have been finalised, a final report to creditors will be produced and circulated in order to provide an overview of the liquidation and a final receipts and payments account.

We will continue to ensure that the statutory bond in place is sufficient to cover the interests of creditors.

Investigations

We believe that our investigation work is substantially complete and do not anticipate incurring significant additional time. It should be noted that the investigation work detailed in the fee estimate for which we are seeking approval is for time already spent on this case.

Realisation of assets

The joint liquidators now intend to seek to progress the potential claims that have been identified. We are currently in communication with our solicitors on this matter, but the provision of information has been hampered by our difficulty accessing paper records due to the current travel and work restrictions.

Dealing with all creditors' claims (including employees), correspondence and distributions

Time may be incurred when responding to any creditor queries that may arise, particularly after the issuance of our statutory reports.

A dividend to unsecured creditors will be wholly dependent upon the outcome of investigations and the level of asset realisation. If a dividend to unsecured creditors is made, time will be spent agreeing and adjudicating creditor claims and making distributions to creditors.

We also anticipate that we will have ongoing correspondence with HMRC.

Other matters which includes seeking decisions from creditors (via Deemed Consent Procedure and/or Decision Procedure, tax, litigation, pensions and travel

A decision on the further fees estimated by the joint liquidators has been convened with this report. We will therefore monitor votes received in respect of this decision and ensure that the decision procedure is recorded accordingly.

Confirmation from HMRC will then be sought that all post appointment matters have been dealt with, including the completion of all tax returns, before proceeding to closure.

How much will this further work cost?

Future costs are difficult to anticipate but are predicted to be in line with the additional fees estimate at Appendix 2 of this report.

Expenses

Details of the expenses that we expect to incur in connection with the work that remains to be done referred to above are as set out in the revised estimate of anticipated expenses included in our previous report to creditors.

9. OTHER RELEVANT INFORMATION

Connected party transactions

Details of the connected party transaction carried out prior to the liquidation have been provided in previous progress report. The connected party transaction has formed the basis of a number of the liquidators' investigations, which are ongoing.

Use of personal information

Please note that in the course of discharging our statutory duties as liquidators, we may need to access and use personal data, being information from which a living person can be identified. Where this is necessary, we are required to comply with data protection legislation. If you are an individual and you would like further information about your rights in relation to our use of your personal data, you can access the same at <https://www.begbies-traynorgroup.com/privacy-notice>. If you require a hard copy of the information, please do not hesitate to contact us.

10. CREDITORS' RIGHTS

Right to request further information

Pursuant to Rule 18.9 of the Rules, within 21 days of the receipt of this report a secured creditor, or an unsecured creditor with the concurrence of at least 5% in value of the unsecured creditors, including that creditor, (or an unsecured creditor with less than 5% in value of the unsecured creditors, but with the permission of the court) may request in writing that we provide further information about our remuneration or expenses which have been incurred during the period of this progress report.

Right to make an application to court

Pursuant to Rule 18.34 of the Rules, any secured creditor or any unsecured creditor with the concurrence of at least 10% in value of the unsecured creditors including that creditor, (or any unsecured creditors with less than 10% in value of the unsecured creditors, but with the permission of the court) may, within 8 weeks of receipt of this progress report, make an application to court on the grounds that the remuneration charged or the expenses incurred during the period of this progress report are excessive or, the basis fixed for our remuneration is inappropriate.

11. CONCLUSION

We will report again in approximately twelve months time or at the conclusion of the liquidation, whichever is the sooner.



J N R Pitts
Joint Liquidator

Dated: 29 April 2020

ACCOUNT OF RECEIPTS AND PAYMENTS

Period: 4 March 2019 to 3 March 2020

Statement of Affairs		From 04/03/2019 To 03/03/2020	From 04/03/2016 To 03/03/2020
£		£	£
	ASSET REALISATIONS		
	Bank Interest Gross	3.13	10.00
1,805.72	Cash at Bank	NIL	1,391.26
	Refund of Bank Charges	NIL	650.73
9,521.86	VAT Refund	NIL	9,521.86
		3.13	11,573.85
	COST OF REALISATIONS		
	Liquidators' Expenses	NIL	60.33
	Specific Bond	NIL	24.00
	Statement of Affairs Fee	NIL	5,000.00
	Statutory Advertising	NIL	253.80
		NIL	(5,338.13)
	UNSECURED CREDITORS		
(577.69)	Directors' Loan Accounts	NIL	NIL
(407,566.00)	Employee Remuneration Trust - HMR	NIL	NIL
(50,192.16)	PAYE/NIC	NIL	NIL
(105,332.50)	Retirement Benefit Scheme - HMRC	NIL	NIL
(8,232.96)	Royle Recruitment Limited	NIL	NIL
(120.00)	Trade Creditors	NIL	NIL
		NIL	NIL
(560,693.73)		3.13	6,235.72
	REPRESENTED BY		
	Bank 1 Current		6,235.72
			6,235.72

TIME COSTS AND DISBURSEMENTS

- a. Begbies Traynor (Central) LLP's charging policy;
- b. Time Costs Analysis for the period from 4 March 2019 to 3 March 2020;
- c. Cumulative Time Costs Analysis for the period from 4 March 2016 to 3 March 2020; and
- d. Estimated increase to our approved fees estimate.

BEGBIES TRAYNOR CHARGING POLICY

INTRODUCTION

This note applies where a licensed insolvency practitioner in the firm is acting as an office holder of an insolvent estate and seeks creditor approval to draw remuneration on the basis of the time properly spent in dealing with the case. It also applies where further information is to be provided to creditors regarding the office holder's fees following the passing of a resolution for the office holder to be remunerated on a time cost basis. Best practice guidance¹ requires that such information should be disclosed to those who are responsible for approving remuneration.

In addition, this note applies where creditor approval is sought to make a separate charge by way of expenses or disbursements to recover the cost of facilities provided by the firm. It also applies where payments are to be made to parties other than the firm, but in relation to which the office holder, the firm or any associate has an interest. Best practice guidance² indicates that such charges should be disclosed to those who are responsible for approving the office holder's remuneration, together with an explanation of how those charges are calculated.

OFFICE HOLDER'S FEES IN RESPECT OF THE ADMINISTRATION OF INSOLVENT ESTATES

The office holder has overall responsibility for the administration of the estate. He/she will delegate tasks to members of staff. Such delegation assists the office holder as it allows him/her to deal with the more complex aspects of the case and ensures that work is being carried out at the appropriate level. There are various levels of staff that are employed by the office holder and these appear below.

The firm operates a time recording system which allows staff working on the case along with the office holder to allocate their time to the case. The time is recorded at the individual's hourly rate in force at that time which is detailed below.

EXPENSES INCURRED BY OFFICE HOLDERS IN RESPECT OF THE ADMINISTRATION OF INSOLVENT ESTATES

Best practice guidance classifies expenses into two broad categories:

- ❑ *Category 1 disbursements (approval not required)* - specific expenditure that is directly related to the case and referable to an independent external supplier's invoice. All such items are charged to the case as they are incurred.
- ❑ *Category 2 disbursements (approval required)* - items of expenditure that are directly related to the case which include an element of shared or allocated cost and are based on a reasonable method of calculation, but which are not payable to an independent third party.

(A) The following items of expenditure are charged to the case (subject to approval):

- Internal meeting room usage for the purpose of statutory meetings of creditors is charged at the rate of £100 (London £150) per meeting;
- Car mileage is charged at the rate of 45 pence per mile;
- Storage of books and records (when not chargeable as a *Category 1 disbursement*) is charged on the basis that the number of standard archive boxes held in storage for a particular case bears to the total of all archive boxes for all cases in respect of the period for which the storage charge relates;

¹ Statement of Insolvency Practice 9 (SIP 9) – Remuneration of insolvency office holders in England & Wales

² Ibid 1

Expenses which should be treated as Category 2 disbursements (approval required) – in addition to the two categories referred to above, best practice guidance indicates that where payments are to be made to outside parties in which the office holder or his firm or any associate has an interest, these should be treated as Category 2 disbursements.

Services provided by other entities within the Begbies Traynor group

The following items of expenditure which relate to services provided by entities within the Begbies Traynor group, of which the office holder's firm is a member, are also to be charged to the case (subject to approval):

Instruction of Eddisons Commercial Limited to provide valuation advice in relation to the Company's plant and machinery and to provide assistance in the disposal of part of the Company's business. Their charges will be calculated on a time costs basis at the prevailing hourly rates for their various grades of staff which are currently as follows:

Grade of staff	Charge-out rate (£ per hour)
Director	£275
Associate	£180
Surveyor	£120
Graduate	£100
Administration	£80
Porters	£35

In addition to the services detailed above, it may become necessary to instruct Eddisons Commercial Limited to provide additional services, not currently anticipated, during the course of the case. In such circumstances and to avoid the costs associated with seeking further approval, the charges for such services will be calculated on a time costs basis at the prevailing hourly rates set out above:

Instruction of Eddisons Insurance Services Limited to provide insurance broking services and specifically open cover insurance for the insurable risks relating to the case. The cost of open cover insurance will vary during the course of the case depending upon the value of the assets and liability risks. The costs of insurance cover for will be dependent upon prevailing insurance market conditions and the ongoing insurable risks on the case. Eddisons Insurance Services Limited is not paid from the assets of the estate for the services it provides. In accordance with standard insurance industry practice, Eddisons Insurance Services Limited will receive payment of commission for the services it provides directly from the open cover insurer. The commission is calculated as a percentage of the insurance premiums payable and such percentage will depend upon the class or classes of assets being insured.

(B) The following items of expenditure will normally be treated as general office overheads and will not be charged to the case although a charge may be made where the precise cost to the case can be determined because the item satisfies the test of a *Category 1 disbursement*:

- Telephone and facsimile
- Printing and photocopying
- Stationery

Additional payments received by Eddisons Commercial Limited from purchasers where assets are disposed of by way of auction

In addition to the charges of Eddisons Commercial Limited detailed above for providing the services to the office holder, where any machinery and business assets (other than freehold/leasehold property) are disposed of by way of auction, Eddisons Commercial Limited will also receive a payment from the purchaser, known as a buyer's premium, equivalent to 15% of the successful bid. Where any freehold/leasehold property is disposed of by way of auction, Eddisons Commercial Limited will also

receive a payment from the purchaser, known as a buyer's administration fee, in the sum of £600. It is standard auction industry practice for a buyer's premium and buyer's administration fee to be charged. The buyer's premium and buyer's administration fee is paid by the purchaser of the assets and is not paid by the office holder from the assets of the estate.

BEGBIES TRAYNOR CHARGE-OUT RATES

Begbies Traynor is a national firm. The rates charged by the various grades of staff that may work on a case are set nationally, but vary to suit local market conditions. The rates applying to the Leeds office as at the date of this report are as follows:

Grade of staff	Charge-out rate (£ per hour) 1 December 2018 – until further notice
Partner	495
Director	445
Senior Manager	395
Manager	345
Assistant Manager	250
Senior Administrator	225
Administrator	175
Junior Administrator	140
Support	140

Prior to 1 December 2018, the following rates applied:

Grade of staff	Charge-out rate (£ per hour)
Partner	395
Director	345
Senior Manager	310
Manager	265
Assistant Manager	205
Senior Administrator	175
Administrator	135
Junior Administrator	110
Support	60 - 110

SIP9 Royle Retirement Limited (Form - Creditors Voluntary Liquidation - 80RO370-CVL : Time Costs Analysis From 04/03/2016 To 03/04/2020

[illegible]

THE LIQUIDATORS' ESTIMATE OF THE INCREASED FEES THAT THEY WILL INCUR

Further to the information set out in the report, the Liquidators anticipate that in addition to their fees estimate dated 29 March 2016 in the sum of £30,377.50 the following further fees will be incurred to conclusion of the liquidation. Please note that blended hourly rates have been used (as they were for the original estimate) which take account of the various levels of staff that are likely to undertake each area of work. These can be seen in the average hourly rate column. Details of the hourly rates that will be charged for each level of staff working on the case form part of this appendix.

Details of the work that the liquidators and their staff propose to undertake	Hours	Time cost £	Average hourly rate £
General case administration and planning	21.20	8,273	390.24
Compliance with the Insolvency Act, Rules and best practice	39	10,755	275.77
Investigations	32	8,940	279.39
Realisation of assets	32	9,480	296.25
Trading	0	0	0
Dealing with all creditors' claims (including employees), correspondence and distributions	17	4,055	238.53
Other matters which includes seeking decisions from creditors (via Deemed Consent Procedure or via Decision Procedures), tax, litigation, pensions and travel	29.30	8,467.50	288.99
Total hours	170.50		
Total time costs		49,970.50	
Overall average hourly rate £			293.08

A more detailed explanation of the work that falls into the categories mentioned in the table above can be obtained from our website at <http://www.begbies-traynorgroup.com/work-details>.

Dated: 29 April 2020

STATEMENT OF EXPENSES

Type of expense	Name of party with whom expense incurred	Amount incurred £	Amount discharged £	Balance (to be discharged) £
Expenses incurred with entities not within the Begbies Traynor Group				
Legal fees	Squire Patton Boggs	3,138.00	-	3,138.00
Legal disbursements	Squire Patton Boggs	2.15	-	2.15

CUMULATIVE STATEMENT OF EXPENSES

Type of expense	Name of party with whom expense incurred	Amount incurred £
Legal fees	Squire Patton Boggs	6,293.05
Legal disbursements	Squire Patton Boggs	16.95
Statutory advertising	Courts Advertising Limited	253.80
Bond	Marsh Limited	24.00
Postage	Begbies Traynor (Central) LLP	54.94