

LIQ14

Notice of final account prior to dissolution in CVL



Companies House

FRIDAY



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29/11/2019

#216

COMPANIES HOUSE

1 Company details

Company number 0 2 3 0 1 1 4 0

Company name in full Latham Jenkins Limited

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

2 Liquidator's name

Full forename(s) Charles Michael

Surname Brook

3 Liquidator's address

Building name/number The Media Centre

Street 7 Northumberland Street

Post town Huddersfield

County/Region

Postcode H D 1 1 R L

Country

4 Liquidator's name

Full forename(s) Michelle Louise

Surname Chatterton

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

5 Liquidator's address

Building name/number The Media Centre

Street 7 Northumberland Street

Post town Huddersfield

County/Region

Postcode H D 1 1 R L

Country

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

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6

Liquidator's release

☐ Tick if one or more creditors objected to liquidator's release.

:

7

Final account

☒ I attach a copy of the final account.

8

Sign and date

Liquidator's signature

Signature

X



X

Signature date

d2

d8

m1

m1

y2

y0

y1

y9

LIQ14

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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 **Michelle Louise Chatterton**

Company name **Poppleton & Appleby**

Address
The Media Centre
7 Northumberland Street

Post town **Huddersfield**

County/Region

Postcode **H D 1 1 R L**

Country

DX

Telephone **01484 437 432**



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

LATHAM JENKINS LIMITED
(In Creditors' Voluntary Liquidation)

JOINT LIQUIDATORS FINAL ACCOUNT
20 SEPTEMBER 2019

Charles Michael Brook
Michelle Louise Chatterton
Poppleton & Appleby
The Media Centre
7 Northumberland Street
Huddersfield
HD1 1RL

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1. INTRODUCTION

Charles Michael Brook and Michelle Louise Chatterton of Poppleton & Appleby, The Media Centre, 7 Northumberland Street, Huddersfield, HD1 1RL were appointed Joint Liquidators of Latham Jenkins Limited ('The Company') on 19 May 2014.

This report is the Joint Liquidators' Final Account in relation to the Company and it should be read in conjunction with previous reports and correspondence to creditors.

Information about the way that we will use, and store personal data on insolvency appointments can be found at <https://www.pandanorthern.co.uk/your-questions-answered/documents/>. If you are unable to download this, please contact us and a hard copy will be provided to you.

Statutory Information in relation to the Company and the Joint Liquidators is attached at Appendix 1.

2. ADMINISTRATION AND PLANNING

The Joint Liquidators are required to meet a considerable number of statutory and regulatory obligations. Whilst many of these tasks do not have a direct benefit in enhancing realisations for the insolvency estate, they assist in the efficient and compliant progressing of the administration of the case, which ensures that the work carried out is to high professional standards. A detailed list of these tasks may be found at Appendix 3.

3. REALISATION OF ASSETS

The Joint Liquidators' Receipts and Payments Account for the duration of the liquidation is enclosed at Appendix 2.

Details of the asset realisations have been disclosed in the Joint Liquidators previous progress reports.

There are no other assets which the Joint Liquidators' have been unable to realise.

4. ENQUIRES AND INVESTIGATIONS

Details of the Joint Liquidators enquiries and investigations have been disclosed in previous progress reports.

Although this work did not generate any financial benefit to creditors, it was necessary to meet the statutory duties as well as conduct appropriate enquiries and investigations into potential rights of actions to enhance realisations.

5. CREDITORS' CLAIMS

Irrespective of whether sufficient realisations are achieved to pay a dividend to creditors, the Joint Liquidators have to carry out key tasks which are detailed at Appendix 3. The following sections explain the anticipated outcomes to creditors and any distributions paid.

Secured Creditors

At the date of liquidation the Company had two unsatisfied charges:

Lloyds TSB Bank Plc ('Lloyds')

Lloyds hold a debenture dated 7 April 1994 granting them a fixed and floating charge over the assets of the Company. Lloyds have confirmed that they are no longer owed anything from the Company.

Rushton No3 Trust ('Rushton')

Rushton hold a debenture dated 9 January 2014 granting them a fixed and floating charge over the assets of the Company in respect of an advance of £50,000. Rushton have submitted a claim in the Liquidation of £50,000.

Payments totalling £42,213.34 have been made to Rushton by way of distributions under their floating charge.

There will be no further distribution to the secured creditors and notice to this effect is enclosed at Appendix 7.

Preferential creditors

Preferential claims totalling £13,776.02 have been paid in full.

Prescribed Part

The prescribed part only applies where the company has granted a floating charge to a creditor after 15 September 2003.

Where a floating charge over the company's assets has been given a prescribed amount of the company's net property after paying the preferential creditors must be made available to the unsecured creditors and the basis of this calculation is detailed below:-

50% of the first £10,000 of the net property; and
20% of the remaining net property up to a maximum of £600,000.

As the Company granted a floating charge on 9 January 2014 a prescribed part will apply. The Company's net assets available for the floating charge creditors amounted to £56,518.78 and therefore the prescribed part to be set aside for the unsecured creditors amounts to £14,303.76. After allowing for the costs of the prescribed part which totalled £2,096.25 the amount distributed to unsecured creditors was £12,207.51 which was distributed on 3 September 2018. Further details on this distribution are provided below.

Unsecured creditors

According to the Statement of Affairs in this matter, H M Revenue and Customs were shown to be owed a total of £356,753.15. A claim of £60,268.88 has been received and agreed by the Joint Liquidators.

To date other claims totalling £3,645,326.41 have been received from creditors which includes unsecured employee claims of £4,764.86, and a claim of £71,345.69 in respect of the Redundancy Payments Service non-preferential claim.

A notice of intended dividend was sent to creditors who had not submitted claims on 11 July 2018, and advertised in the London Gazette.

On 3 September 2018 a first and final dividend of £12,207.51, this being 0.33 p/£, was paid to the unsecured creditors with admitted claims under the prescribed part.

There will be no further distribution to the unsecured creditors, and notice to this effect is enclosed at Appendix 7.

Reporting

The Joint Liquidators have met their statutory and regulatory duties to report to creditors, as listed below. In consideration of the need for transparency and engagement with creditors, care has been taken to ensure that reports and other communications with creditors have provided useful details of the strategies pursued and the outcomes anticipated.

During the course of the liquidation the following key documents have been issued:

- The report presented to the S98 meeting of creditors;
- The first progress report for the period ended 18 May 2015;
- The second progress report for the period ended 18 May 2016;
- The third progress report for the period ended 18 May 2017;
- The fourth progress report for the period ended 18 May 2018;
- The fifth progress report for the period ended 18 May 2019; and
- This Final Account

6. THE JOINT LIQUIDATORS' REMUNERATION & EXPENSES

Pre-Appointment Costs

The Joint Liquidators are authorised to draw a statement of affairs fee of £5,000 plus VAT and disbursements, by virtue of a resolution passed on 19 May 2019. This has been paid in full and is shown on the enclosed Receipts and Payments account.

Joint Liquidators' Remuneration

At the meeting held on 19 May 2014 creditors approved the basis of the Joint Liquidators remuneration. It was resolved that the Joint Liquidators remuneration be fixed by reference to the time properly spent by them and their staff in managing the liquidation, payable at the Liquidators discretion.

The Joint Liquidators' time costs for the period from 19 May 2019 to 20 September 2019 totals £1,403.50 representing 7.4 hours at an average hourly rate of £189.66.

The Joint Liquidators' time costs for the period from commencement of the Liquidation to 20 September 2019 totals £32,671.00 representing 175.10 hours at an average hourly rate of £186.58.

During the Review Period the Joint Liquidators have drawn fees totalling £5,758.20 plus VAT, bringing the total amount of remuneration drawn to £30,558.20 plus VAT in respect of the above time costs.

The work undertaken in respect of these fees is detailed at Appendix 3 as well as within the body of the report. In accordance with Statement of Insolvency Practice 9 details of the Joint Liquidators time costs are detailed at Appendix 4.

Joint Liquidators' Disbursements

Details of the disbursements incurred during the period and paid are detailed on the enclosed Receipts and Payments Account. Those disbursements that have been incurred and not yet paid are detailed on the expenses summary at Appendix 6.

Professional Advisors

Details of professional fees incurred have been provided in the Joint Liquidators previous progress reports.

All professional fees are based on the parties recorded time costs incurred at their standard charge out rates and are reviewed by the Joint Liquidators prior to being approved for payment.

A copy of 'A Creditors Guide to Liquidators' Fees' may be found at:

<https://www.r3.org.uk/index.cfm?page=1210>

A hard copy of the Creditors' Guide may be obtained on request.

7. CREDITORS' RIGHTS

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 Joint Liquidators' remuneration and expenses, within 21 days of 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 creditors (including the creditor in question), apply to court to challenge the amount and/or basis of the Joint Liquidators' fees and the amount of any proposed expenses or expenses already incurred, within 8 weeks of receipt of this report. Any secured creditor may make a similar application to court within the same time limit.

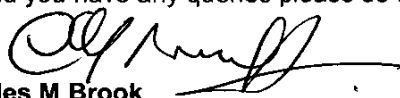
8. EC REGULATIONS (WHETHER PROCEEDINGS ARE MAIN PROCEEDINGS OR TERRITORIAL)

The Company's centre of main interest was The Warehouse, Pitt Street, Wigan, WN3 4DH in respect of it's registered office and, in respect of the trading address. It is therefore considered that the EC Regulations will apply. These proceedings are main proceedings as defined in Article 3 of the EC Regulation.

9. CONCLUSION

There are no other matters outstanding and the affairs of the Company have been fully wound up.

Should you have any queries please do not hesitate to contact Michelle Chatterton on 01484 437 432.


Charles M Brook
Joint Liquidator

APPENDIX 1

STATUTORY INFORMATION

Court	None	
Company Name	Latham Jenkins Limited	
Previous Name		
Company Number	02301140	
Registered Office	c/o Poppleton & Appleby, The Media Centre, 7 Northumberland Street, Huddersfield, HD1 1RL	
Former Registered Office	The Warehouse, Pitt Street, Wigan, WN3 4DH	
Trading Address	The Warehouse, Pitt Street, Wigan, WN3 4DH	
Officeholders	Charles Michael Brook	Michelle Louise Chatterton
Office Holder Numbers	9157	13730
Officeholders address	Poppleton & Appleby, The Media Centre, 7 Northumberland Street, Huddersfield, HD1 1RL	
Date of appointment	19 May 2014	

APPENDIX 2

RECEIPTS AND PAYMENTS ACCOUNT FOR THE PERIOD 19 MAY 2019 TO 20 SEPTEMBER 2019 TOGETHER WITH A CUMULATIVE RECEIPTS AND PAYMENTS ACCOUNT FOR THE PERIOD FROM COMMENCEMENT OF THE LIQUIDATION TO 20 SEPTEMBER 2019

Latham Jenkins Limited
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments

Statement of Affairs		From 19/05/2019 To 20/09/2019	From 19/05/2014 To 20/09/2019
£		£	£
	SECURED CREDITORS		
NIL	Lloyds TSB Bank Plc	NIL	NIL
(50,000.00)	Rushton No.3 Trust	NIL	42,213.34
		NIL	(42,213.34)
	ASSET REALISATIONS		
	Bank Interest Gross	0.28	5.70
	Bank Interest Net of Tax	NIL	243.16
10,000.00	Book Debts	NIL	37,380.00
50,000.00	Cash at Bank	NIL	46,528.36
20,000.00	Plant & Machinery	NIL	25,009.00
	Retentions	NIL	19,943.34
NIL	Stock	NIL	NIL
		0.28	129,109.56
	COST OF REALISATIONS		
	Accountancy Fees	NIL	396.00
	Agents/Valuers Fees (1)	NIL	8,742.00
	Bank Charges	NIL	76.32
	Commission on book debt collection	NIL	4,985.84
	Debt Collection fees	NIL	493.66
	Insurance of Assets	NIL	132.50
	Legal Fees (1)	NIL	6,483.00
	Office Holders Fees	5,758.20	30,558.20
	Preparation of S. of A.	NIL	5,000.00
	Professional Fees - Employee claims	NIL	425.00
	Professional Fees - Pension	NIL	342.00
	Retention of Title	NIL	2,540.40
	Specific Bond	NIL	202.80
	Stationery & Postage	NIL	32.87
	Statutory Advertising	NIL	338.40
	Storage Costs	NIL	81.50
	Telephone Telex & Fax	NIL	92.20
		(5,758.20)	(60,922.69)
	PREFERENTIAL CREDITORS		
	DE Arrears & Holiday Pay	NIL	9,893.16
(18,500.00)	Employee Arrears/Hol Pay	NIL	3,081.08
(14,000.00)	H A Cann Advance of wages	NIL	769.34
	Pension Schemes	NIL	22.44
		NIL	(13,766.02)
	UNSECURED CREDITORS		
(3,229,169.00)	Directors	NIL	NIL
(104,500.00)	Employee notice pay and redundancy	NIL	NIL
(3,696.95)	HM Revenue and Customs (PAYE)	NIL	NIL
(32,056.20)	HM Revenue and Customs (VAT)	NIL	NIL
(92,563.06)	Trade & Expense Creditors	NIL	12,207.51
		NIL	(12,207.51)
	DISTRIBUTIONS		
(100,400.00)	Ordinary Shareholders	NIL	NIL
(140,000.00)	Preference Shareholders	NIL	NIL
		NIL	NIL
(3,704,885.21)		(5,757.92)	(0.00)
	REPRESENTED BY		

**Latham Jenkins Limited
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments**

Statement of Affairs £	From 19/05/2019 To 20/09/2019 £	From 19/05/2014 To 20/09/2019 £
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REPRESENTED BY CONTINUED

NIL



Charles Michael Brook
Joint Liquidator

APPENDIX 3

DETAILED LIST OF WORK UNDERTAKEN FOR THE REVIEW PERIOD

Below is detailed information about the tasks undertaken by the Joint Liquidators.

General Description	Includes
Administration and Planning	
Statutory/advertising	External filing of documents to meet statutory requirements Advertising in accordance with statutory requirements Bonding the case for the value of assets and ongoing monitoring Annual corporation tax returns Requesting tax clearance from H M Revenue and Customs to close the case
Document maintenance/file review/checklist	Internal filing of documents Periodic file reviews Periodic review of the application of ethical, anti-money laundering and anti-bribery safeguards Maintenance of statutory and case progression task lists/diaries Updating checklists
Planning / Review	Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case
Creditors	
Creditor Communication	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via facsimile, email and post Monitoring banking of dividend cheques
Reports	Preparing and issuing annual reports to creditors on the progress of the liquidation Preparing and issuing of Liquidators Final Account

APPENDIX 4

**TIME COST INFORMATION FOR THE PERIOD 19 MAY 2019 TO 20 SEPTEMBER 2019
TOGETHER WITH TIME COST INFORMATION FROM COMMENCEMENT OF THE LIQUIDATION
TO 20 SEPTEMBER 2019**

Time Entry - Detailed SIP9 Time & Cost Summary

2010 - Latham Jenkins Limited
 From: 19/05/2019 To: 20/09/2019
 Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
700 : Formalities	0.00	0.60	0.20	0.00	0.80	197.00	246.25
702 : Cashiering	0.00	0.00	0.60	0.20	0.80	129.00	161.25
703 : File Reviews	0.00	0.60	0.00	0.00	0.60	165.00	275.00
705 : Taxation & VAT	0.00	0.20	0.20	0.00	0.40	87.00	217.50
708 : Statutory Reporting	0.00	0.00	0.10	0.00	0.10	16.00	160.00
Admin & Planning	0.00	1.40	1.10	0.20	2.70	594.00	220.00
504 : Statutory Reporting to Creditors	0.00	0.50	4.20	0.00	4.70	809.50	172.23
Creditors	0.00	0.50	4.20	0.00	4.70	809.50	172.23
Total Hours	0.00	1.90	5.30	0.20	7.40	1,403.50	189.66
Total Fees Claimed						0.00	

Time Entry - Detailed SIP9 Time & Cost Summary

2010 - Latham Jenkins Limited
From: 19/05/2014 To: 20/09/2019
Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
700 : Formalities	0.00	0.60	0.30	0.00	0.90	213.00	236.67
701 : Case strategy / planning	0.40	1.60	0.50	0.00	2.50	551.50	220.60
702 : Cashiering	0.10	0.20	1.10	7.10	8.50	1,120.50	131.82
703 : File Reviews	2.30	7.70	3.70	0.00	13.70	2,891.50	211.06
705 : Taxation & VAT	0.20	1.40	1.30	0.90	3.80	695.50	183.03
708 : Statutory Reporting	0.00	0.00	0.10	0.00	0.10	16.00	160.00
802 : Directors communication	2.10	0.80	0.00	0.00	2.90	643.50	221.90
Admin & Planning	5.10	12.30	7.00	8.00	32.40	6,131.50	189.24
600 : Case Specific	4.20	7.80	1.10	0.00	13.10	2,565.50	195.84
Case Specific Matters	4.20	7.80	1.10	0.00	13.10	2,565.50	195.84
500 : Preferential Creditors	0.40	0.20	8.60	0.00	9.20	1,321.00	143.59
501 : Unsecured Creditors	0.30	3.20	3.20	0.00	6.70	1,234.50	184.25
502 : Employee Matters	0.40	5.00	11.20	0.00	16.60	2,622.00	157.95
504 : Statutory Reporting to Creditors	1.10	2.60	16.70	0.00	20.40	3,444.50	168.85
505 : Report / Secured Creditor	0.30	2.50	0.60	0.00	3.40	701.00	206.18
506 : Prescribed Part Distribution	1.40	2.20	6.80	0.00	10.40	2,090.50	201.01
Creditors	3.90	15.70	47.10	0.00	66.70	11,413.50	171.12
201 : CDDA Reports	0.80	2.20	0.60	0.00	3.60	728.50	202.36
Investigations	0.80	2.20	0.60	0.00	3.60	728.50	202.36
301 : ROT	0.20	1.70	0.00	0.00	1.90	400.00	210.53
302 : Owned Property	5.00	1.20	0.40	0.00	6.60	1,458.00	220.91
303 : Book Debts	5.60	26.30	12.50	0.50	44.90	8,760.00	195.10
304 : Plant & Machinery / Motor Vehicles	0.30	0.00	0.00	0.00	0.30	70.50	235.00
306 : Other Assets	0.60	1.90	1.20	0.00	3.70	649.00	175.41
307 : Cash at Bank	0.70	0.00	0.00	0.00	0.70	164.50	235.00
309 : Leased Property	0.00	1.20	0.00	0.00	1.20	330.00	275.00
Realisation of Assets	12.40	32.30	14.10	0.50	59.30	11,832.00	199.53
Total Hours	26.40	70.30	69.90	8.50	175.10	32,671.00	186.58
Total Fees Claimed						0.00	

APPENDIX 5

EXPENSES SUMMARY

Below are details of the Joint Liquidators' expenses for the period under review and the total to date,

Expenses	Actual expenses incurred in the Review Period £	Actual expenses incurred to date £	Expenses paid to date £
Professional Fees			
Professional Fees - Receiver	0.00	342.00	342.00
Agents Fees	0.00	8,742.00	8,742.00
Administration Fees	0.00	396.00	396.00
Legal Fees	0.00	6,483.00	6,483.00
Debt Collection Fees	0.00	493.66	493.66
Professional Fees - Employees Claims	0.00	425.00	425.00
Category 1 Expenses			
Printing	0.00	202.80	202.80
Stationery/Postage	0.00	40.17	32.87
Telephone & Fax	0.00	92.20	92.20
Document Storage and Destruction	14.88	120.06	81.50
Advertising	0.00	338.40	338.40
Insurance	0.00	132.50	132.50
Category 2 Expenses			

Agents Fees

Walker Singleton, Leeds assisted the Joint Liquidators in valuing, and then auctioning the Company's Plant and Machinery.

Legal Fees

Chadwick Lawrence Solicitors, Wakefield were instructed by the Joint Liquidators to assist in the debt collections and also advise on the validity of the floating charge.

Commission on Book Debt Collection

The former Director, Paul Witherington, was paid a 25% commission rate for assisting in the collection of the retentions.

Book Debt Collection Fees

CRS Debt Recovery ("CRS") were instructed to assist the Joint Liquidators in pursuing the recovery of one disputed debtor. The fees paid to CRS are detailed on the enclosed Receipts and Payments Account.

Employee Claims

ERA Solutions was paid a fee for assisting in calculating the employee claims to distribute a preferential dividend.

Insolvency Practitioner Bond

The Insolvency Practitioner bond is a statutory cost. The premium is set by the Liquidator's underwriter and varies with the estimated net realisable value of assets in the estate. This bond premium in this case is the amount due for estate realisations in the band £100,001 to £250,000. Realisations have not exceeded this band.

Statutory Advertising

We are obliged by Statute to advertise certain events arising during the liquidation in the London Gazette and the advertising charges are set by the publishers. In this case, the notice of the winding up of the Company, the appointment of the liquidator, and a notice of intended dividend has been advertised.

Postal charges, Telephone & Fax

Wherever possible the cost of providing circulars to creditors will be minimised by placing the documentation in a password protected web portal maintained by Poppleton & Appleby which will enable creditors to view, download and print reports as they require. Some postal charges are however inevitable to notify creditors of the publication of each report.

As you know, postal charges are set by the Royal Mail. Communicating with creditors is a Statutory cost.

Storage and Destruction

We are obliged by Statute to take control of the Company's books and records and to store them until after the dissolution of the Company. The basis on which storage charges are recovered is set out in the enclosed tariff and disbursement sheet.

Insurance

The Joint Liquidators are obliged to ensure all assets of the Company are insured. The assets have been placed on an open cover scheme with Willis with the premium being renewed on a yearly basis until all the assets have been sold.

APPENDIX 6

POPPLETON & APPLEBY CHARGING POLICY DOCUMENT

CHARGING, EXPENSES AND DISBURSEMENTS POLICY STATEMENT EFFECTIVE FROM 1ST JULY 2019

Introduction

Current insolvency legislation provides for the manner in which insolvency practitioners' fees and disbursements are charged in insolvency assignments. The legislation permits insolvency practitioners to seek the bases for their fees on a time cost basis, a percentage of realisation basis, on a fixed fee basis or on a mix of these bases.

The basis of fees for each individual insolvency appointment are subject to approval by a committee of creditors if appointed, failing which by creditors in a decision-making process or by the Court. Further information regarding the approval of office holders' fees in insolvency cases can be found within Statement of Insolvency Practice 9 (SIP9), please see under further information at the foot of this document for information on how to download guides to fees.

Once the basis of office holders' fees has been approved it is reported to any committee and to creditors generally within the next statutory report.

Fixed Fee Basis

It is possible for an insolvency practitioner to seek to be paid on a fixed fee basis. Where this is the case, further information will be provided to explain why this would be considered appropriate.

Percentage Basis

The legislation provides for fees to be charged on a percentage of the value of property with which an insolvency practitioner deals with. Different percentages can be used for different assets or types of assets. When seeking creditor approval for this basis, further information will be provided for creditors to judge the appropriateness of this basis.

Time Cost Basis

Insolvency Practitioners are permitted to seek approval for their fees to be paid on a time cost basis. This is based on hours spent by office holders and their staff in dealing with matters relating to the particular insolvency or specific activities within a case where time costs are sought. When seeking resolutions for fees to be paid on a time cost basis, stakeholders will be provided with a full explanation as to why time costs are considered appropriate together with sufficient information to assist in their making an informed judgement of the office holders' requests.

Partners and staff are allocated an hourly charge out rate which is reviewed annually. The current charge out rates of this Firm are set out as follows:

Grade of Staff	Hourly Chargeout Rate
Office Holder (Partner)	£350.00
Office Holder (Non Partner)	£325.00
Senior Manager	£275.00
Manager	£225.00
Administrator	£160.00
Cashier	£165.00
Trainee/Support Staff	£ 80.00

Staff Allocation and the Use of Sub-Contractors

The general approach to resourcing our assignments is to allocate staff with the skills and experience to meet the specific requirements of the case.

The constitution of the team allocated to insolvency assignments will usually consist of an Office Holder, a Senior Manager and/or Manager and an Administrator or Assistant. The exact constitution of a case team will depend on the anticipated size and complexity of the assignment and the experience requirements of the assignment. The charge out rates scheduled above provides details of all grades of staff and their respective experience levels.

It is not this Firm's policy to sub-contract out any services or tasks which can be provided by this Firm.

Professional Advisors

It is usual in insolvency cases that specialist professional advisors are engaged to advise on matters which are case specific. Ordinarily but not exclusively these will include solicitors, employment law consultants, asset agents and accountants. Stakeholders will be advised of such advisors which could be expected to be used within a case together with an expected fee arrangement.

Our choice will be based on our perception of their qualification, experience and ability to perform the type of work sought including the complexity and nature of the assignment upon which they are asked to assist.

Expenses and Disbursements Policy

Where expenses are incurred in respect of the insolvent estate they will be recharged. Such expenses can be divided into two categories and are disclosed to creditors in the appropriate reports. In each case the recharge will be reimbursed on a quarterly basis.

Category 1

- Category 1 disbursements relate to expenses where this Firm has met a specific cost in respect of the insolvent estate where payment has been made to a third party where the expenditure is directly referable to the appointment in question. These may include items such as legal notices, bond premiums, searches at Companies House, etc. In each case the recharge will be reimbursed on a quarterly basis. It is not necessary for creditors to approve Category 1 disbursements.

Category 2

- These are expenses and disbursements incurred by this Firm which may include an element of shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis. Category 2 disbursements require approval in the same manner as office holder's remuneration prior to being drawn from the individual insolvency estate.
- This Firm will seek to recover Category 2 disbursements in respect of the following:

Storage of records (per box per quarter) £6.00
(when not rechargeable as a Category 1 expense)

Partner/staff mileage (per mile) £0.45

Anti-Money Laundering Searches based upon the following charges:

Type of Search	Cost
Incorporated Entities LTD, LLP	£10.00 per search
Sole Trader, Partnership, PLC and Other	£7.11 per search
Directors Home Address & Additional Information	£2.66 per search
Ultimate Beneficial Owner	£10.00 per search
Individual AML, Sanctions, PEPs & Enhanced Due Diligence	£2.66 per name & address search for each director / shareholder
International Individual Document Check - Basic	£8.00 per document
International Individual Document Check - Enhanced	£16.30 per document

VAT

VAT at the prevailing rate is applied to office holders' fees and disbursements. In Company and Individual Voluntary Arrangements, VAT may not apply following the decision in PAYMEX versus HMRC.

FURTHER INFORMATION: Creditors Rights

SIP9 provides information for creditors in relation to the fees charged by Office Holders. These can be accessed from our website:

<http://www.pandanorthern.co.uk/your-questions-answered/documents/>

Alternatively, a copy can be provided by request to either office.

**16 OXFORD COURT
BISHOPSGATE
MANCHESTER M2 3WQ**

TEL 0161 228 3028
FAX 0161 228 2335

**THE MEDIA CENTRE
7 NORTHUMBERLAND STREET
HUDDERSFIELD HD1 1RL**

TEL 01484 437 432
FAX 01484 483 100

WEB pandanorthern.co.uk

Charles M Brook, Allan C Cadman, Michelle L Chatterton and Stephen J Wainwright are authorised by the Insolvency Practitioners Association to take insolvency appointments in the United Kingdom. Partners or employees acting as Liquidator or Administrator do so as agents of the company to which they are appointed and without personal liability.

Poppleton & Appleby is the trading style of Churchill Corporate Solutions LLP which is a limited liability partnership registered in England and Wales, registered number OC393802. Registered Office: St Crispins House, St Crispins Way, Haslingden, Lancashire BB4 4PW. A full list of members is available for inspection at 16 Oxford Court, Bishopsgate, Manchester, M2 3WQ.

APPENDIX 7

NOTICE OF NO FURTHER DIVIDEND

NOTICE OF NO FURTHER DIVIDEND

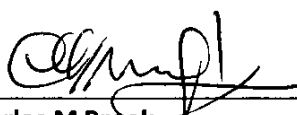
Company Name: Latham Jenkins Limited (In Liquidation) ("the Company")
Company Number: 02301140

This Notice is given under Rule 14.36 of the Insolvency (England & Wales) Rules 2016 ("the Rules"). It is delivered by the Joint Liquidators of the Company, Charles Michael Brook and Michelle Louise Chatterton, of Poppleton & Appleby The Media Centre, 7 Northumberland Street, Huddersfield, HD1 1RL (telephone number: 01484 437 432), who was appointed by the members and creditors.

The Joint Liquidators give notice confirming that no further dividend will be declared in the Liquidation of the Company.

The funds realised have already been distributed and allocated for paying the expenses of the Liquidation.

The Joint Liquidators will now proceed to conclude the Liquidation and therefore any claims against the assets of the Company are required to be established by 20 October 2019.

Signed: 
Charles M Brook
Joint Liquidator

Dated: 20.09.2019.

APPENDIX 8

NOTICE THAT THE COMPANY AFFAIRS ARE FULLY WOUND UP

NOTICE THAT THE COMPANY'S AFFAIRS ARE FULLY WOUND UP

Company Name: Latham Jenkins Limited (In Liquidation) ("the Company")
Company Number: 02301140

This Notice is given under Rule 6.28 of the Insolvency (England & Wales) Rules 2016 ("the Rules"). It is delivered by the Joint Liquidators of the Company, Charles Michael Brook and Michelle Louise Chatterton, of Poppleton & Appleby The Media Centre, 7 Northumberland Street, Huddersfield, HD1 1RL (telephone number: 01484 437 432), who was appointed by the members and creditors.

The Joint Liquidators give notice that the Company's affairs are fully wound up.

Creditors have the right:

- (i) to request information from the Joint Liquidator under Rule 18.9 of the Rules;
- (ii) to challenge the Joint Liquidators' remuneration and expenses under Rule 18.34 of the Rules; and
- (iii) to object to the release of the Joint Liquidators by giving notice in writing below before the end of the prescribed period to:

Charles Michael Brook
Poppleton & Appleby
The Media Centre, 7 Northumberland Street, Huddersfield, HD1 1RL

The prescribed period ends at the later of: (i) eight weeks after delivery of this notice, or (ii) if any request for information under Rule 18.9 of the Rules or any application to court under that Rule or Rule 18.34 of the Rules is made, when that request or application is finally determined.

The Joint Liquidators will vacate office under Section 171 of the Insolvency Act 1986 ("the Act") on delivering to the Registrar of Companies the final account and notice saying whether any creditor has objected to release.

The Joint Liquidators will be released under Section 173 of the Act at the same time as vacating office unless any of the Company's creditors objected to release.

Relevant extracts of the Rules referred to above are provided overleaf.

Signed: _____


Charles M Brook
Joint Liquidator

Dated: 20.09.2019.

**RELEVANT EXTRACTS OF RULES 18.9 AND 18.34 OF
THE INSOLVENCY (ENGLAND & WALES) RULES 2016**

Rule 18.9

- (1) The following may make a written request to the office-holder for further information about remuneration or expenses set out in a final report under rule 18.14:
- a secured creditor;
 - an unsecured creditor with the concurrence of at least 5% in value of the unsecured creditors (including the creditor in question); or
 - any unsecured creditor with the permission of the court.
- (2) A request or an application to the court for permission by such a person or persons must be made or filed with the court (as applicable) within 21 days of receipt of the report by the person, or by the last of them in the case of an application by more than one creditor.

Rule 18.34

- (1) This rule applies to an application in a winding-up made by a person mentioned in paragraph (2) on the grounds that:
- the remuneration charged by the office-holder is in all the circumstances excessive;
 - the basis fixed for the office-holder's remuneration under rules 18.16, 18.18, 18.19, 18.20 and 18.21 (as applicable) is inappropriate; or
 - the expenses incurred by the office-holder are in all the circumstances excessive.
- (2) The following may make such an application for one or more of the orders set out in rule 18.36 or 18.37 as applicable:
- a secured creditor; or
 - an unsecured creditor with either
 - (i) the concurrence of at least 10% in value of the unsecured creditors (including that creditor), or
 - (ii) the permission of the court.
- (3) The application by a creditor must be made no later than eight weeks after receipt by the applicant of the final report or account under rule 18.14 which first reports the charging of the remuneration or the incurring of the expenses in question.