

ABBNEYWOOD INTERNATIONAL LIMITED IN LIQUIDATION

LIQUIDATOR'S PROGRESS REPORT

19/10/2012

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Appendix A

STATUTORY INFORMATION

COURT & REFERENCE COMPANY NAME	In the High Court in Justice No 2105 of 2011 Abbeywood International Limited
PREVIOUS COMPANY NAMES	Abbeywood International (Contracts) Ltd
COMPANY NUMBER	2412910
DATE OF INCORPORATION	11 August 1989
TRADING NAME	Abbeywood International Limited
TRADING ADDRESS	144 - 146 Buckingham Palace Road, London SW1W 9TR
PRINCIPAL ACTIVITY REGISTERED OFFICE	Other Service Activities - recruitment Baker Tilly Restructuring and Recovery LLP 25 Farringdon Street London EC4A 4AB Previously 144 - 146 Buckingham Palace Road, London SW1W 9TR

Appendix B

Receipts and Payments Abstract: - Abbeywood International Limited In Liquidation Bank, Cash and Cash Investment Accounts To 02/10/2012

		£	£
SOA Value £			
	COST OF REALISATIONS		
0 00	ISA Quarterly Charges	(94 00)	
0 00	Official Receivers Debit Balance	(1,235 00)	
			(1,329 00)
<hr/>			<hr/>
0 00			(1,329 00)
	REPRESENTED BY		
	ISA - LQD3257717	(1,329 00)	
			(1,329 00)
			<hr/>
			(1,329 00)

BAKER TILLY RESTRUCTURING AND RECOVERY LLP

CHARGING, EXPENSES AND DISBURSEMENTS POLICY STATEMENT

Charging policy

- Partners, directors, managers, administrators, cashiers, secretarial and support staff are allocated an hourly charge out rate which is reviewed from time to time
- Work undertaken by cashiers, secretarial and support staff will be or has been charged for separately and such work will not or has not also been charged for as part of the hourly rates charged by partners, directors, managers and administrators
- Time spent by partners and all staff in relation to the insolvency estate is charged to the estate
- Time is recorded in 6-minute units at the rates prevailing at the time the work is done
- The current charge rates for Baker Tilly Restructuring and Recovery LLP London are attached
- Time billed is subject to Value Added Tax at the applicable rate
- It is the office holder's policy to ensure that work undertaken is carried out by the appropriate grade of staff required for each task, having regard to its complexity and the skill and experience actually required to perform it
- Baker Tilly Restructuring and Recovery LLP's charge out rates are reviewed periodically

Expenses and disbursements policy

- Only expenses and disbursements properly incurred in relation to an insolvency estate are re-charged to the insolvency estate
- Expenses and disbursements which comprise external supplies of incidental services specifically identifiable to the insolvency estate require disclosure to creditors, but do not require creditors approval prior to being drawn from the insolvency estate. These are known as 'Category 1' disbursements
- Expenses and disbursements which are not capable of precise identification and calculation (for example any which include an element of shared or allocated costs) or payments to outside parties that the firm or any associate has an interest in, require the approval of creditors prior to being drawn from the insolvency estate. These are known as "Category 2" disbursements
- A resolution to consider approving 'Category 2' disbursements at the rates prevailing at the time the cost is incurred to Baker Tilly Restructuring and Recovery LLP London will be proposed to creditors in general meeting
- General office overheads are not re-charged to the insolvency estate as a disbursement
- Any payments to outside parties in which the office holder or his firm or any associate has an interest will only be made with the approval of creditors
- Where applicable, expenses and disbursements re-charged to or incurred directly by an insolvency estate are subject to VAT at the applicable rate

BAKER TILLY RESTRUCTURING AND RECOVERY LLP

LIQUIDATOR'S CHARGE OUT AND DISBURSEMENT RATES

CHARGE OUT RATES		
	Rate at commencement £	Current rate £
Partner	400-485	400-485
Manager	200-400	250-400
Administrator	105-180	125-180
Support staff	105	105-175

"CATEGORY 2" DISBURSEMENT RATES (TABLE A)	
Travel & Subsistence	
Motor travel	40p per mile (from 1 April 2010) 42 5p per mile (from 1 April 2011)
Subsistence	£23
Circulars to Members / Creditors	
Labels	£ 0 16 (BT) or £0 01 (avery plain – 7163) each
Headed paper	£ 0 08 per sheet
Plain paper	£ 0 08 per sheet
Large envelopes	£ 0 22 each
Small envelopes	£ 0 08 each
Photocopying charge	£ 0 04 (b&w) £ 0 20 (colour) per sheet
Stationery	
Lever arch files	£ 0 75 per file
Cashiering files	£ 0 75 per file
Chequebook boxes	
A-Z dividers	£1 75 per set
1-31 dividers	£2 88 per set
Coloured dividers (5 part)	£0 49 per set
Coloured dividers (10 part)	£0 99 per set
Multi-punch pockets	£0 03 per pocket
Storage boxes	£1 50 per box
Sundry	
Faxes	5 pence per sheet

BAKER TILLY RESTRUCTURING AND RECOVERY LLP

LIQUIDATOR'S CATEGORY 2 DISBURSEMENTS

Amounts paid or payable to the Office Holder's firm or to any party in which the office holder or his firm or any associate has an interest		
Recipient, Type and Purpose	Paid £	Unpaid £
Total		

Appendix E

STATEMENT OF EXPENSES INCURRED BY THE LIQUIDATOR'S IN THE PERIOD FROM

[illegible]

Appendix F

LIQUIDATOR'S TIME COST ANALYSIS

FOR THE PERIOD FROM 03 OCTOBER 2011 TO 02 OCTOBER 2012

	Hours Spent					Time Costs £
	Partner	Manager	Other Senior Staff	Assistants & Support Staff	Total	
Administration and planning	0 5	8 5	29 6	0 9	39 5	7,811 50
Investigations	0 0	5 5	12 6	0 0	18 1	3,674 50
Realisation of assets	0 0	1 1	0 6	0 0	1 7	378 00
Creditors	0 0	0 2	3 2	0 0	3 4	636 00
Case specific Matters	0 0	0 0	0 8	0 0	0 8	144 00
Total hours	0 5	15 3	46 8	0 9	63 5	12,644 00
Total time costs	242 50	3,980 00	8,327 00	94 50	12,644 00	12,644 00

NOTE Please see the attached notes to the time analysis for an explanation of the type of work that is commonly undertaken in respect of each of the categories above

Appendix F

Abbeywood International Limited

Administration and Planning

HOURS SPENT	Partners	Managers	Administrators	Assistants	Total Hours	Total Time Costs
Appointment	0 0	1 6	2 6	0 0	4 2	£948 00
Background information	0 0	0 0	0 6	0 0	0 6	£108 00
Case Management	0 4	5 3	8 0	0 6	14 3	£2 997 50
Pension Scheme	0 0	0 2	0 8	0 0	1 0	£194 00
Post-appointment - general	0 0	0 2	0 2	0 0	0 4	£96 00
Post-appointment taxation	0 0	0 1	0 8	0 0	0 9	£174 00
Receipts and Payments	0 1	0 3	2 4	0 0	2 8	£506 50
Shareholders/Director/Debtor/ Bkpt	0 0	0 8	14 2	0 3	15 3	£2,787 50
Totals	0 5	8 5	29 6	0 9	39 5	£7,811 50

Investigations

HOURS SPENT	Partners	Managers	Administrators	Assistants	Total Hours	Total Time Costs
DTI/Official Receiver	0 0	0 1	0 9	0 0	1 0	£192 00
Investigations/CDDA	0 0	5 4	11 6	0 0	17 0	£3 464 50
Legal Matters	0 0	0 0	0 1	0 0	0 1	£18 00
Totals	0 0	5 5	12 6	0 0	18 1	£3,674 50

Realisation of Assets

HOURS SPENT	Partners	Managers	Administrators	Assistants	Total Hours	Total Time Costs
Assets - general/other	0 0	1 1	0 6	0 0	1 7	£378 00
Totals	0 0	1 1	0 6	0 0	1 7	£378 00

Creditors

HOURS SPENT	Partners	Managers	Administrators	Assistants	Total Hours	Total Time Costs
1st creditors/shareholders meetings and reports	0 0	0 0	0 7	0 0	0 7	£126 00
Other Creditor Meetings and Reports	0 0	0 0	1 0	0 0	1 0	£180 00
Secured Creditors	0 0	0 0	0 3	0 0	0 3	£54 00
Unsecured Creditors	0 0	0 2	1 2	0 0	1 4	£276 00
Totals	0 0	0 2	3 2	0 0	3 4	£636 00

Case Specific Matters - Legal Matters

HOURS SPENT	Partners	Managers	Administrators	Assistants	Total Hours	Total Time Costs
Legal Matters	0 0	0 0	0 8	0 0	0 8	£144 00
Totals	0 0	0 0	0 8	0 0	0 8	£144 00

NOTES TO APPENDIX F

LIQUIDATOR'S TIME COST ANALYSIS

a) Administration and Planning

This includes dealing with the commencement of the case administration, statutory filing of appointment documents with Companies House, requesting the submission of the Statement of Affairs and filing it at Companies House, together with day-to-day case administration duties, maintenance of records and on-going statutory obligations. These include but are not limited to handling receipts and payments, VAT and corporation tax issues such as the monthly VAT returns, pension queries and general correspondence. Other matters which are required to be dealt with as part of the appointment and which will fall under this heading include case planning and strategy, case reviews, bonding, obtaining company searches, maintenance and obtaining books and records, general meetings / correspondence, statutory and other advertising, insurance, re-directed mail, statutory receipts and payments accounts, dealing with (including the winding up of) company pension schemes where applicable.

b) Investigations

Where appropriate this will include such matters as investigation of pre-appointment transactions in accordance with the relevant Statement of Insolvency Practice (SIP 2), preparing reports / returns in accordance with the Company Directors' Disqualification Acts and the investigation of any potential antecedent transactions such as transactions at under value and preferences which may result in legal action resulting in a recoverable asset.

c) Realisation of Assets

This includes dealing with all aspects of the realisation of assets including identifying, securing and insuring assets, and (where applicable), property, business and asset sales, retention of title claims and debt collection. Other matters dealt with during the case administration which will relate to asset realisation may commonly include effecting disclaimers, dealing with landlords, liaising with agents, undertaking inventories, meetings with purchasers / directors, arranging collection of leased assets, obtaining insurance, pursuing antecedent claims identified as part of the investigation work set out above. Details of the specific asset realisation work undertaken on this case are set out in the main body of the report. Asset realisation is considered to be a key aspect of the case administration.

d) Trading

Where the company has continued trading following the Liquidator's appointment our staff will have had to set up accounts with suppliers in order to trade on an on-going basis. Payments to suppliers and general correspondence with these have been undertaken. Where trading has ceased, accounts will have been closed and final bills paid. Other matters will also have been dealt with in accordance with the usual trading obligations such as dealing with employees and payroll.

e) Creditors

Queries from and correspondence with creditors and employees have been necessary aspects of the case administration process. The preparation of the Liquidator's proposals has been undertaken including the attendant aspects of providing and obtaining the required information, convening the creditors' meeting etc. A brief report on the outcome of the creditors' meeting and the report on the first six months of the administration period have both been prepared.

f) Case Specific Matters

Any case specific matters will generally be set out in the body of the report but will commonly include meetings, correspondence and telephone calls relating to specific issues in the case which do not fall into any of the categories set out above and are specific to the case in question. This may include work done in relation to litigation, general advice or other major issues.

ABBEYWOOD INTERNATIONAL LIMITED IN LIQUIDATION

LIQUIDATOR'S PROGRESS REPORT

19/10/2012

1. PURPOSE OF REPORT

This report has been prepared in accordance with insolvency legislation to provide creditors and members of the company with information relating to the progress of the liquidation in the period from 03 October 2011 to 02 October 2012

This report has been prepared solely to comply with the statutory requirements of Rule 4.49B of the Insolvency Rules 1986 (as amended). The purpose of the report is to provide creditors and members with information relating to the progress of the Winding Up in the period from 03 October 2011 to 02 October 2012. It has not been prepared for use in respect of any purpose, or to inform any investment decision in relation to any debt or financial interest in the company. Any estimated outcomes for creditors are illustrative and may be subject to significant change. Neither the Liquidators nor Baker Tilly Restructuring and Recovery LLP accept any liability whatsoever arising as a result of any decision or action taken or refrained from as a result of information contained in this report.

2. LIQUIDATOR'S APPOINTMENT

Geoffrey Lambert Carton-Kelly of Baker Tilly Restructuring and Recovery LLP, 25 Farringdon Street, London EC4A 4AB was of Abbeywood International Limited In Liquidation on 03 October 2011 by The Secretary of State

3. COMPANY DETAILS

We attach as Appendix A an extract of information from the company's file held at Companies House

4. RECEIPTS AND PAYMENTS SUMMARY

I attach as Appendix B a summary of my receipts and payments for the period from 03 October 2011 to 02 October 2012

VAT Basis

Receipts and payments are shown net of VAT, with any amount due to or from HM Revenue and Customs shown separately

5. CREDITORS' CLAIMS

Creditors' claims as set out in the Report to Creditors issued by the Official Receiver totalled £263,349

6 PRESCRIBED PART

The "Prescribed Part" is a statutory amount of the company's assets subject to a floating charge to be set aside for the benefit of the Company's non-preferential creditors

There are no creditors secured by charges over the assets and undertakings of the Company. There is therefore no requirement to estimate the amount of the prescribed part of the assets under Section 176A of the Insolvency Act 1986 (as amended)

7. DIVIDEND PROSPECTS FOR CREDITORS

I am not able to advise creditors as to the prospects of a dividend. Once realisations have been made I will be in a better position to do so.

8. CONDUCT OF THE WINDING UP

The Official Receiver informed me through handover notes of a Directors loan account valued at £117,341 along with a potential transaction at an undervalue involving the transfer of contracts as part of the sale of assets of the business to an associated party.

Following interviews with both directors it has been ascertained that the director's loan account notified to us by the Official Receiver and referred to in the accounts is not being disputed by the director concerned and I am in the process of recovering this through a settlement deed and instalments.

The investigations into the transfer of the contracts at a potential undervalue are on-going.

9. ASSETS REMAINING TO BE REALISED

As stated previously the director's loan account is being settled through instalments by the director.

9.1. Connected Party transactions

Investigations into potential connected party transactions are on-going.

10. ADMINISTRATION AND PLANNING

I have been required to file appointment documents, fulfil statutory reporting obligations and account for receipts and payments

11. LIQUIDATOR'S REMUNERATION AND DISBURSEMENTS

11.1. Basis of Remuneration

The basis of the Liquidator's remuneration has yet to be approved by creditors

11.2. Remuneration and Disbursements incurred in the period from 03 October 2011 to 02 October 2012

In accordance with insolvency legislation we are required to report remuneration 'charged' This reflects the time charged to the case and is the maximum that can be taken in fees by the Liquidator It does not necessarily reflect the amount of remuneration that will ultimately be taken by the Liquidator in remuneration If there are insufficient realisations to allow the Liquidator remuneration to be recovered in full, any balance will be written off Details of any write off will be set out in the final report

11.2.1. Liquidator's remuneration

I have recorded time costs of £12,644 plus VAT in respect of work done in the current period Of this, a total of £Nil has been paid and £12,644 remains outstanding

Attached are the following

- Appendix C Baker Tilly Restructuring and Recovery LLP's Charging, Expenses and Disbursements Policy Statement
- Appendix D Liquidator's Charge Out and Disbursement Rates and Category 2 Disbursements Schedule ,
- Appendix F Liquidator's Time Cost Analysis for the period set out above,

11.2.2. Liquidator's disbursements

The basis of the Liquidator's drawing disbursements has yet to be approved by creditors

Disbursements incurred in the period in accordance with the resolution above are detailed on Appendix E (Statement of Expenses)

11.3. Total remuneration incurred and paid to date since appointment

We have incurred time costs of £12,644 plus VAT since the date of our appointment Of this, a total of £Nil has been paid and £12,644 remains outstanding

Should you require any further information please do not hesitate to contact me at
rrlondon core@bakertilly co uk / rrlondon si@bakertilly co uk

12. LIQUIDATOR'S STATEMENT OF EXPENSES

A statement of the expenses incurred during the period, is attached at Appendix E. This includes all expenses incurred by the Liquidator in the period of the report irrespective of whether they have been paid or not and may include estimated amounts where actual invoices have not been received. The receipts and payments abstract at Appendix B sets out the expenses actually paid in the period.

13. CREDITORS' RIGHT TO INFORMATION AND ABILITY TO CHALLENGE EXPENSES

In accordance with the provisions of Rules 4.49E and 4.131 of the Insolvency Rules 1986 creditors have a right to request further information about remuneration or expenses and to challenge such remuneration or expenses.

A request for further information must be made in writing within 21 days of receipt of this report.

Any secured creditor, or any unsecured creditor with either the concurrence of at least 10% in value of the unsecured creditors (including that creditor) or the permission of the court, may apply to court that the remuneration charged, the basis fixed or expenses incurred by the liquidator are in all the circumstances excessive.

Any such challenge must be made no later than eight weeks after receipt of the report which first discloses the charging of remuneration or incurring of the expenses in question.

A Creditors Guide to Fees Charged by Liquidators in Winding Up, a guide in relation to the remuneration of a Liquidator, can be accessed at the website of the Association of Business Recovery Professionals at www.r3.org.uk Publications Statements of Insolvency Practice (Statement of Insolvency Practice 9 – Remuneration of Insolvency Office Holders [England & Wales]). Alternatively, I can provide you with a copy on written request to my office.

Should you have any further queries please do not hesitate to contact me



Geoffrey Lambert Carton-Kelly
Baker Tilly Restructuring and Recovery LLP
Liquidator

Geoffrey Lambert Carton-Kelly is licensed to act as an Insolvency Practitioner in the UK by the Insolvency Practitioners Association