

AM10

Notice of administrator's progress report



Companies House



1 Company details

Company number	0	3	2	4	4	9	1	0
Company name in full	British Ceramic Tile Limited							

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

2 Administrator's name

Full forename(s)	Anthony John
Surname	Wright

3 Administrator's address

Building name/number	2nd Floor
Street	110 Cannon Street
Post town	London
County/Region	
Postcode	E C 4 N 6 E U
Country	

4 Administrator's name ①

Full forename(s)	Alastair Rex
Surname	Massey

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

5 Administrator's address ②

Building name/number	2nd Floor
Street	110 Cannon Street
Post town	London
County/Region	
Postcode	E C 4 N 6 E U
Country	

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



AM10

Notice of administrator's progress report

6 Period of progress report

From date	^d 3	^d 0	^m 0	^m 1	^y 2	^y 0	^y 2	^y 1
To date	^d 2	^d 9	^m 0	^m 7	^y 2	^y 0	^y 2	^y 1

7 Progress report

☒ I attach a copy of the progress report

8 Sign and date

Administrator's
signature

Signature

X

Spring

X

Signature date

^d 1	^d 3	^m 0	^m 8	^y 2	^y 0	^y 2	^y 1
----------------	----------------	----------------	----------------	----------------	----------------	----------------	----------------



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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 **Matthew Kesek**

Company name **FRP Advisory Trading Limited**

Address **2nd Floor**

110 Cannon Street

Post town **London**

County/Region

Postcode **E C 4 N 6 E U**

Country

DX **cp.london@frpadvisory.com**

Telephone **020 3005 4000**



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

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Where to send

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Crown Way, Cardiff, Wales, CF14 3UZ.
DX 33050 Cardiff.



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Continuation page

Name and address of insolvency practitioner

✓ **What this form is for**
Use this continuation page to tell us about another insolvency practitioner where more than 2 are already jointly appointed. Attach this to the relevant form. ^①
Use extra copies to tell us of additional insolvency practitioners.

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1 Appointment type

Tick to show the nature of the appointment:

- ☒ Administrator
- ☐ Administrative receiver
- ☐ Receiver
- ☐ Manager
- ☐ Nominee
- ☐ Supervisor
- ☐ Liquidator
- ☐ Provisional liquidator

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- WU07, WU15
- COM1, COM2, COM3, COM4
- NDISC

2 Insolvency practitioner's name

Full forename(s) Andrew Martin
Surname Sheridan

3 Insolvency practitioner's address

Building name/number 2nd Floor
Street 110 Cannon Street

Post town London
County/Region
Postcode E C 4 N 6 E U
Country



British Ceramic Tile Limited
(In Administration)
Joint Administrators' Trading Account

Statement of Affairs £	From 30/01/2021 To 29/07/2021 £	From 30/01/2019 To 29/07/2021 £
POST APPOINTMENT SALES		
Trade sales	NIL	6,009,413.66
Shop sales	NIL	125,838.64
Contribution from purchaser	NIL	42,915.27
	NIL	6,178,167.57
PURCHASES		
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Tiles	NIL	57,404.53
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	NIL	(3,245,445.28)
OTHER DIRECT COSTS		
Pension	NIL	35,299.01
Direct Wages	NIL	424,320.78
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	NIL	(717,729.49)
TRADING EXPENDITURE		
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Water	NIL	1,666.39
Payroll	NIL	8,736.80
Employee benefits	NIL	1,971.40
Waste/ recycling	NIL	29,578.94
	(0.01)	(688,692.75)
TRADING SURPLUS/(DEFICIT)	(0.01)	1,526,300.05



British Ceramic Tile Limited
(In Administration)
Joint Administrators' Summary of Receipts & Payments

Statement of Affairs £		From 30/01/2021 To 29/07/2021 £	From 30/01/2019 To 29/07/2021 £
12,750,000.00	SECURED ASSETS		
	Freehold Land & Property	NIL	NIL
	Plant & Machinery	NIL	90,000.00
	Goodwill	NIL	20,000.00
	Intellectual Property	NIL	75,000.00
	Contribution from Chargeholder	NIL	421,016.70
		NIL	606,016.70
	COSTS OF REALISATION		
	Administrators' Fees	NIL	100,000.00
	Legal Fees	NIL	48,213.05
	Agents/Valuers Fees	NIL	35,000.00
	Debt Collection Fees	NIL	77,604.77
	Decommissioning costs	NIL	74,208.78
	CDM regulations	NIL	2,931.60
	Site Decommissioning & Clearance	NIL	75,000.00
	Direct Wages	NIL	90,000.00
	Security costs	NIL	60,000.00
	Other property expenses	NIL	6,689.50
	Insurance	NIL	9,000.00
		NIL	(578,647.70)
(33,007,444.00)	SECURED CREDITORS		
	Chargeholder (1)	NIL	NIL
		NIL	NIL
	ASSET REALISATIONS		
	Bad debt relief claim	NIL	33,522.64
	Bank Interest Gross	51.83	5,805.93
8,585,458.00	Book Debts	NIL	52.67
153,887.00	Cash at Bank	NIL	153,957.34
	EU permits	NIL	527,388.67
	Furniture & Equipment	NIL	3,690.82
	Insurance claim	NIL	29,972.06
	Insurance Refund	NIL	493.00
	IT Equipment	NIL	19,420.83
	Petty cash	NIL	210.45
1,952,300.00	Plant & Machinery	NIL	801,732.86
	Prof service reclaim	NIL	27,344.90
	Recycling	NIL	36,623.50
4,000,000.00	Stock	NIL	47,641.91
	Subsidies	NIL	34,709.00
	Sundry kit sales	NIL	12,946.81
	Sundry Refunds	896.40	13,599.60
	Tax Refund	NIL	9,064.00
	Trading Surplus/(Deficit)	(0.01)	1,526,300.05
	VAT reclaim	NIL	150.00
		948.22	3,284,627.04
	COST OF REALISATIONS		
	Administrators' Disbursements	NIL	62,915.14
	Administrators' Pre App Disbursement	NIL	234.35



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(In Administration)
Joint Administrators' Summary of Receipts & Payments

Statement of Affairs £	From 30/01/2021 To 29/07/2021 £	From 30/01/2019 To 29/07/2021 £
Administrators' Pre App Fee	NIL	67,736.50
Administrators' Remuneration	NIL	1,100,000.00
Agents/Valuers Fees	NIL	38,213.92
Bank Charges - Floating	(16.20)	153.30
Debt collection fee	1,480.35	67,061.93
DTI Unclaimed Dividends	(1,203.61)	(1,203.61)
DTI Unclaimed Dividends	NIL	(59.15)
Insurance of Assets	1,293.60	5,693.38
IP disposal costs	NIL	1,500.00
Legal Fees	9,771.50	106,833.31
Re-Direction of Mail	NIL	313.00
Site decommissioning & clearance	NIL	194,404.35
Statutory Advertising	NIL	72.18
Storage Costs	NIL	4,654.41
Tax advisory	NIL	8,040.00
	(11,325.64)	(1,656,563.01)
PREFERENTIAL CREDITORS		
(94,969.00) Preferential Creditors	NIL	97,034.76
	NIL	(97,034.76)
FLOATING CHARGE CREDITORS		
Floating Charge Creditor	NIL	900,000.00
	NIL	(900,000.00)
UNSECURED CREDITORS		
(22,536,232.00) Unsecured Creditors	NIL	NIL
	NIL	NIL
(28,197,000.00)	(10,377.42)	658,398.27
REPRESENTED BY		
IB Current Fixed		14,537.20
IB Current Floating		500,921.58
Trade Debtors		142,939.49
		658,398.27





FRP

**British Ceramic Tile Limited
(In Administration)**

The High Court of Justice NO. 000546 OF 2019

The Administrators' Progress Report for the period 30/01/21 to 29/07/21
pursuant to Rule 18.3 of the Insolvency (England and Wales) Rules 2016

13 August 2021

**FRP**

Contents and abbreviations

Section	Content
1.	Progress of the Administration in the period
2.	Estimated Outcome for the creditors
3.	Administrators' remuneration, disbursements, expenses and pre-appointment costs
Appendix	Content
A.	Statutory information regarding the Company and the appointment of the Administrators
B.	Form AM10, formal notice of the progress report
C.	A schedule of work
D.	Details of the Administrators' time costs and disbursements for the Period and cumulatively
E.	Receipts and payments account for the Period and cumulative
F.	Statement of expenses incurred in the Period

The following abbreviations may be used in this report:

FRP	FRP Advisory Trading Limited
The Company	British Ceramic Tile Limited (In Administration)
The Administrators	Anthony John Wright, Alastair Rex Massey and Andrew Martin Sheridan of FRP Advisory Trading Limited
The Period	The reporting period 30/01/21 to 29/07/21
CVL	Creditors' Voluntary Liquidation
SIP	Statement of Insolvency Practice
QFCH	Qualifying floating charge holder
HMRC	HM Revenue & Customs



FRP

1. Progress of the Administration

Work undertaken during the period

This progress report has been prepared from information available at the time of its preparation. Due to the global outbreak of Covid 19 and the UK's response to this, requiring working from home and necessarily a lack of access to physical files or other information, we should advise that we may not have all the information required to ensure this report is both complete and accurate. Where there are errors and/or omissions we will endeavour to correct these where possible in our next report to you.

This report should be read in conjunction with previous progress reports.

I attach at **Appendix C** a schedule of work undertaken during the period together with a summary of work still to be completed.

A summary of the developments during the Period is outlined below:

Trade debtors

Upon appointment, the debtor book was £10.5m and a further £6m of invoicing was issued during the Administration.

During the Period, the debtor collection process has continued albeit still significantly more slowly than before due to the continued disruption caused by Covid 19 and the subsequent lockdown periods.

The Administrators have continued to liaise with their collection agents and legal advisers over recoveries and issues therein. At the time of writing, a further £143k remains outstanding and the recovery processes are ongoing including Court action where appropriate.

In order to bring this aspect to a close, the Administrators and the secured creditor have agreed to dispose of the residual pre and post appointment ledgers to Credit Limits; all interest therein is fully assigned to Credit Limits Limited.

This action will allow for the Administrators to crystallise the final asset realisation process and account final sums to the secured creditor and to calculate and set aside the appropriate amount for the unsecured creditors under the prescribed part.

The agreement of the prescribed part dividend to unsecured creditors will be initiated and all unsecured creditors will be written to shortly to provide their final claims and proof of debts, if not done so previously.

Attached at **Appendix E** is a receipts and payments account detailing both transactions for the Period of this report and also cumulatively since my appointment as Administrator.

Investigations

Part of my duties include carrying out proportionate investigations into what assets the Company has, including any potential claims against directors or other parties, and what recoveries could be made. I have reviewed the Company's books and records and accounting information, requested further information from the directors, and invited creditors to provide information on any concerns they have regarding the way in which the Company's business has been conducted.

I can confirm that no further investigations or actions were required.

Extension to the initial period of appointment

The Administrators proposals were deemed approved on 10 April 2019. Subsequently certain resolutions were approved by the secured creditor on 10 July 2019 which included that the Administration could be extended by 12 months to 29 January 2021. The formal documentation extending the Administration was filed at Companies House on 7 January 2020.



FRP

1. Progress of the Administration

This extension was necessary for the Administrators to advance various aspects of the Administration including the ongoing asset recoveries, relevant tax clearances and addressing all remaining statutory matters in the case.

The conclusion of such issues would allow the Administrators to consider the potential of a distribution to the preferential and unsecured creditor groups. The preferential creditors were paid in full during the Period.

As previously advised, the statutory period of the administration was extended with the consent of the Court to 30 July 2022 to allow for all outstanding aspects to be concluded, including the payment of a dividend to the unsecured creditors under the prescribed part.

Anticipated exit strategy

As part of the resolutions approved on 10 July 2019, the Administrators discharge from liability shall take effect in accordance with Paragraph 98 of The Insolvency Act 1986, 30 days following the date of which the Company enters liquidation or filing the notice of moving from Administration to dissolution.

As above, a dividend to unsecured creditors will be made under the prescribed part while the Company remains in Administration and thereafter the Company will proceed to dissolution.



FRP

2. Estimated Outcome for the creditors

The estimated outcome for creditors was set out in the Administrators proposals.

Outcome for the secured creditors

The secured creditor was owed approximately £33m on appointment and will suffer a significant shortfall in this matter.

Outcome for the preferential creditors

The claims of the preferential creditors were agreed in the sum of £97,035 and these were paid in full during the previous period.

Outcome for the unsecured creditors

Based on the assumptions previously made in the estimated outcome statement, it is now estimated that there will be sufficient funds available to pay a small dividend to unsecured creditors in the current period under the prescribed part only.

The quantum of the dividend remains under review and creditors will be updated when appropriate as soon as possible. The quantum of the dividend will be subject to the professional fees of administering the process.

Prescribed Part

The prescribed part is a carve out of funds available to the holder of a floating charge which is set aside for the unsecured creditors in accordance with Section 176A of the Insolvency Act 1986. The prescribed part only applies where the floating charge was created after 15 September 2003 and the net property available to the floating charge holder exceeds £10,000.

The prescribed part is available for all unsecured creditors and where there are only sufficient funds to enable a dividend to be paid to unsecured creditors from the prescribed part, this will be paid by the Administrators.



FRP

3. Administrators' remuneration, disbursements, expenses and pre-appointment costs

Administrators' remuneration

Following circulation of the Administrators' proposals the creditors passed a resolution that the Administrators' remuneration should be calculated on a time cost basis. Details of remuneration charged during the Period of the report are set out in the statement of expenses attached. To date fees of £1,200,000 excluding VAT have been drawn from the funds available.

A breakdown of our time costs incurred during the period of this report and to date is attached at **Appendix D**. The remuneration anticipated to be recovered by the Administrators based on time costs, is not likely to exceed the sum provided in the fees estimate circulated to creditors with the proposals.

You will see from the breakdown of my time costs attached that time costs incurred in respect of trading out the residual assets of the Company stand at £574,265.00, all of which have been drawn.

The Administrators are unable to draw fees based on time costs exceeding the total amount set out in the fees estimate without further approval of secured and preferential creditors. Approval will be sought under separate cover if required.

Administrators' disbursements

The Administrators' disbursements are a recharge of actual costs incurred by the Administrators on behalf of the Company. Mileage payments made for expenses relating to the use of private vehicles for business travel, which is directly attributable to the insolvency estate, are paid by FRP at the HMRC approved mileage rate prevailing at the time the mileage was incurred. Details of disbursements incurred during the period of this report are set out in **Appendix D**.

Administrators' expenses

An estimate of the Administrators' expenses was set out in the Administrators' proposals.

British Ceramic Tile Limited (In Administration)
The Administrators' Progress Report

I attach at **Appendix F** a statement of expenses that have been incurred during the period covered by this report. It is currently expected that the expenses incurred or anticipated to be incurred are not likely to exceed the details previously provided.

When instructing third parties to provide specialist advice and services, or having the specialist services provided by the firm, the Administrators are obligated to ensure that such advice or work is warranted and that the advice or work contracted reflects the best value and service for the work being undertaken. This is reviewed by the Administrators periodically throughout the duration of the assignment. The specialists chosen may regularly be used by the Administrators and usually have knowledge specific to the insolvency industry and, where relevant, to matters specific to this insolvency appointment.

Creditors have a right to request further information from the Administrators and further have a right to challenge the Administrators' remuneration and other expenses, which are first disclosed in this report, under the Insolvency (England and Wales) Rules. (For ease of reference these are the expenses incurred in the reporting period as set out in **Appendix F** only). Further details of these rights can be found in the Creditors' Guide to Fees which you can access using the following link <https://creditors.frpadvisor.com/info.aspx> and select the one for administrations. Alternatively, a hard copy of the relevant guide will be sent to you on request. Please note there is a time limit for requesting information being 21 days following the receipt of this progress report. There is a time limit of 8 weeks following the receipt of this report for a Court application that the remuneration or expenses are excessive.

Administrators' pre-appointment costs

A resolution that the Administrators pre-appointment fees of £69,545.75 plus VAT and disbursements was approved by the secured creditor on 10 July 2019 and that such fees should be met as an expense of the Administration.

These fees were drawn in a prior period.

Appendix A

Statutory Information

**FRP**

COMPANY INFORMATION:

Other trading names:

Company number: 03244910

Registered office: 2nd Floor, 110 Cannon Street, London, EC4N 6EU

Previous registered office: Heathfield Industrial Estate, Newton Abbot, Devon, TQ12 6RF

Business address: Heathfield Industrial Estate, Newton Abbot, Devon, TQ12 6RF

ADMINISTRATION DETAILS:

Administrators: Anthony John Wright, Alastair Rex Massey & Andrew Martin Sheridan

Address of Administrators: FRP Advisory Trading Limited
2nd Floor, 110 Cannon Street, London, EC4N 6EU

Date of appointment of Administrators: 30/01/2019

Court in which administration proceedings were brought: The High Court of Justice

Court reference number: 000546 of 2019

Appointor details: Company Directors

Extensions to the initial period of appointment: The Administration was extended to 29 January 2021 by consent of the creditors. The statutory period of the administration was further extended with the consent of the Court to 30 July 2022.

Date of approval of Administrators' proposals: 10 April 2019



FRP

Appendix B

CH Form AM10 Formal Notice of the Progress Report

AM10

Notice of administrator's progress report



Companies House

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Surname	Wright

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Street	110 Cannon Street
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Full forename(s)	Alastair Rex
Surname	Massey

① Other administrator
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another administrator.

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To date	^d	2	^d	9	^m	0	^m	7	^y	2	^y	0	^y	2	^y	1
7	Progress report															
<input checked="" type="checkbox"/> I attach a copy of the progress report																
8	Sign and date															
Administrator's signature	Signature X <i>[Signature]</i> X															
Signature date	^d	1	^d	3	^m	0	^m	8	^y	2	^y	0	^y	2	^y	1



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Contact name	Matthew Kesek
Company name	FRP Advisory Trading Limited
Address	2nd Floor 110 Cannon Street
Post town	London
County/Region	
Postcode	E C 4 N 6 E U
Country	
DX	cp.london@frpadvisory.com
Telephone	020 3005 4000



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2

Insolvency practitioner's name

Full forename(s) Andrew Martin

Surname Sheridan

3

Insolvency practitioner's address

Building name/number 2nd Floor

Street 110 Cannon Street

Post town London

County/Region

Postcode E C 4 N 6 E U

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(In Administration)
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	Goodwill	NIL	20,000.00
	Intellectual Property	NIL	75,000.00
	Contribution from Chargeholder	NIL	421,016.70
		NIL	606,016.70
	COSTS OF REALISATION		
	Administrators' Fees	NIL	100,000.00
	Legal Fees	NIL	48,213.05
	Agents/Valuers Fees	NIL	35,000.00
	Debt Collection Fees	NIL	77,604.77
	Decommissioning costs	NIL	74,208.78
	CDM regulations	NIL	2,931.60
	Site Decommissioning & Clearance	NIL	75,000.00
	Direct Wages	NIL	90,000.00
	Security costs	NIL	60,000.00
	Other property expenses	NIL	6,689.50
	Insurance	NIL	9,000.00
		NIL	(578,647.70)
(33,007,444.00)	SECURED CREDITORS		
	Chargeholder (1)	NIL	NIL
		NIL	NIL
	ASSET REALISATIONS		
	Bad debt relief claim	NIL	33,522.64
	Bank Interest Gross	51.83	5,805.93
8,585,458.00	Book Debts	NIL	52.67
153,887.00	Cash at Bank	NIL	153,957.34
	EU permits	NIL	527,388.67
	Furniture & Equipment	NIL	3,690.82
	Insurance claim	NIL	29,972.06
	Insurance Refund	NIL	493.00
	IT Equipment	NIL	19,420.83
	Petty cash	NIL	210.45
1,952,300.00	Plant & Machinery	NIL	801,732.86
	Prof service reclaim	NIL	27,344.90
	Recycling	NIL	36,623.50
4,000,000.00	Stock	NIL	47,641.91
	Subsidies	NIL	34,709.00
	Sundry kit sales	NIL	12,946.81
	Sundry Refunds	896.40	13,599.60
	Tax Refund	NIL	9,064.00
	Trading Surplus/(Deficit)	(0.01)	1,526,300.05
	VAT reclaim	NIL	150.00
		948.22	3,284,627.04
	COST OF REALISATIONS		
	Administrators' Disbursements	NIL	62,915.14
	Administrators' Pre App Disbursement	NIL	234.35



British Ceramic Tile Limited
(In Administration)
Joint Administrators' Summary of Receipts & Payments

Statement of Affairs £	From 30/01/2021 To 29/07/2021 £	From 30/01/2019 To 29/07/2021 £
Administrators' Pre App Fee	NIL	67,736.50
Administrators' Remuneration	NIL	1,100,000.00
Agents/Valuers Fees	NIL	38,213.92
Bank Charges - Floating	(16.20)	153.30
Debt collection fee	1,480.35	67,061.93
DTI Unclaimed Dividends	(1,203.61)	(1,203.61)
DTI Unclaimed Dividends	NIL	(59.15)
Insurance of Assets	1,293.60	5,693.38
IP disposal costs	NIL	1,500.00
Legal Fees	9,771.50	106,833.31
Re-Direction of Mail	NIL	313.00
Site decommissioning & clearance	NIL	194,404.35
Statutory Advertising	NIL	72.18
Storage Costs	NIL	4,654.41
Tax advisory	NIL	8,040.00
	(11,325.64)	(1,656,563.01)
PREFERENTIAL CREDITORS		
(94,969.00) Preferential Creditors	NIL	97,034.76
	NIL	(97,034.76)
FLOATING CHARGE CREDITORS		
Floating Charge Creditor	NIL	900,000.00
	NIL	(900,000.00)
UNSECURED CREDITORS		
(22,536,232.00) Unsecured Creditors	NIL	NIL
	NIL	NIL
(28,197,000.00)	(10,377.42)	658,398.27
REPRESENTED BY		
IB Current Fixed		14,537.20
IB Current Floating		500,921.58
Trade Debtors		142,939.49
		658,398.27



**FRP**

Appendix C

A schedule of work

Note	Category	
1	ADMINISTRATION AND PLANNING Work undertaken during the reporting period	ADMINISTRATION AND PLANNING Future work to be undertaken
	General Matters	
	<p>Necessary administrative and strategic work.</p> <p>Undertaking case and strategy reviews</p> <p>Liaising with the secured creditor on an ongoing basis and updating all other creditors as appropriate / required.</p>	<p>Regular reviews of the case and the on-going strategy as required under legislation and by the Administrators' Regulatory Professional Bodies ("RPBs") to ensure that all compliance and statutory matters continue to be attended to and that the case is progressed in a timely manner.</p> <p>Ongoing liaison with the secured and other creditors.</p> <p>Storage or destruction of the Company's records, as applicable, for the relevant periods.</p> <p>Continued adherence to internal procedures and external requirements.</p>
	Regulatory Requirements	
	<p>The Company was FCA registered.</p> <p>The Company was subject to a permit issued by Teignmouth DC.</p> <p>Consider Money Laundering Regulations on an ongoing basis.</p> <p>Review the General Data Protection Regulation ("GDPR") in the context of the Company and consider necessary actions required.</p>	<p>Regularly reviewing the case as required by the RPBs to ensure all statutory matters are adhered to and that the case is being progressed in a timely manner.</p> <p>Ongoing adherence to Money Laundering Regulations and any other regulations specific to the Company.</p> <p>Ongoing review and adherence to GDPR.</p>

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Appendix C

A schedule of work

	Case Management Requirements	
	<p>Determine and document ongoing case strategy.</p> <p>Maintaining case specific paper and electronic files for the duration of the appointment. Filing all relevant papers and correspondence received and maintaining a diary system to ensure all matters are discharged in accordance with legislation.</p> <p>Administering bank accounts for the purposes of the administration. Ensuring accounts are regularly reconciled to produce accurate and timely reports to all creditors when required. Processing and recording of all receipts and payments throughout the appointment on the Insolvency Practitioners System ("IPS") and providing internal and external reports as required.</p> <p>Continued liaison with HMRC and bespoke correspondence with the VAT and other departmental offices to establish the final pre-appointment tax position for the Company, bring outstanding returns up to date.</p> <p>The completion and submission of current and future HMRC returns as and when required.</p>	<p>Continue to monitor and document any proposed changes of strategy and implementation thereof.</p> <p>Maintaining and developing the case specific paper and electronic files on behalf of the Administrators aside from other records pertaining to the Company directly.</p> <p>Case accounting work to process all receipts and payments including associated adjustments to ensure bank reconciliations and production of reports can be achieved at all times. Continued updating and maintenance of records on the IPS system.</p> <p>To achieve tax clearance for the period of the administration.</p> <p>The completion and submission of ongoing HMRC returns as required.</p>
2	<p>ASSET REALISATION</p> <p>Work undertaken during the reporting period</p> <p>To continue to work alongside our debt collection agents Credit Limits in regard to the collection of the remaining pre and post-appointment debtor book including consideration of appropriate actions to ensure repayments continue.</p>	<p>ASSET REALISATION</p> <p>Future work to be undertaken</p> <p>The ongoing monitoring and allocation of all funds received in respect of future asset realisations, as required by legal definition, including the proceeds arising from the sale of the debtor ledger.</p>

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Appendix C

A schedule of work

	<p>To review the necessity to formally instruct solicitors to assist with the recovery of pre and/or post appointment debts which are in dispute.</p> <p>Providing both written and oral updates to the secured creditors on anticipated realisations and strategy for recovering the debtors, as required.</p> <p>The ongoing monitoring and allocation of all funds received in respect of asset realisations, as required by legal definition.</p> <p>To review the pre and post appointment debtor positions with the secured creditor and agree a sum to assign all interest in these to Credit Limits and so conclude the asset realisation period.</p>	
3	CREDITORS Work undertaken during the reporting period	CREDITORS Future work to be undertaken
	<p>Dealing with all queries and correspondence received from creditors on an on-going basis and recording the same.</p> <p>Reviewing the Company's paper and electronic records to ascertain the basis and validity of any claims arising.</p> <p>Dealing with any former employee queries as they arise and actioning / providing the relevant advice, as applicable.</p>	<p>To continue to provide written and oral updates to the creditors, as required, and to deal with ongoing enquiries as received.</p> <p>To make a distribution to unsecured creditors under the prescribed part, to advertise for claims, to request submission of claims from all known creditors and to adjudicate on those claims either agreeing or rejecting, in full or in part.</p> <p>To process required payments to facilitate a distribution in accordance with the Insolvency Act 1986.</p>

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Appendix C

A schedule of work

4	INVESTIGATIONS Work undertaken during the reporting period	INVESTIGATIONS Future work to be undertaken
	No material investigative works carried out during this period.	No further work anticipated.
5	STATUTORY COMPLIANCE AND REPORTING Work undertaken during the reporting period	STATUTORY COMPLIANCE AND REPORTING Future work to be undertaken
	<p>Dealing with all statutory formalities including notification to relevant parties and filings with the Registrar of Companies.</p> <p>Reviewing the bonding level throughout the period.</p> <p>Preparing and circulating the Administrators' progress reports.</p> <p>Statutory reporting to all relevant parties and filing of those reports in accordance with the legislation.</p> <p>Dealing with ongoing tax and VAT matters arising following appointment.</p> <p>Updating the schedule of work that has been or is anticipated to be undertaken throughout the duration of the case, circulating this to all known creditors together with such other documentation as is required.</p>	<p>Bringing the conduct of the insolvency process to a close when all matters are complete in accordance with the relevant requirements.</p> <p>To provide updating reports to all known creditors and members as prescribed under the Insolvency Act 1986.</p> <p>To place legal advertisements as prescribed under the Insolvency Act 1986, which may include formal meetings of creditors and notice to submit claims, as applicable.</p> <p>Maintaining a record and forecast of the work that has been or is anticipated to be undertaken throughout the duration of the case.</p> <p>Maintaining the bond at a sufficient level for the duration of the appointment.</p> <p>To deal with statutory requirements to bring the appointment to an orderly close either by dissolution or transfer to a creditors' voluntary liquidation and for the Administrators to receive their release from office. This will include the preparation of further progress and/or final reports for all known creditors, statutory advertising and filing the relevant documentation with the High Court / Registrar of Companies, as applicable.</p>

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Appendix C

A schedule of work

		To circulate decisions to the appropriate body of creditors, as applicable or make an application to the court to remedy any unfulfilled aspects to allow the administration to progress to a proper conclusion.
6	LEGAL AND LITIGATION Work undertaken during the reporting period	LEGAL AND LITIGATION Future work to be undertaken
	Seeking legal advice and intervention as and when required.	Seeking legal advice and intervention as and when required.
7	TRADING / DECOMMISSIONING WORKS Work undertaken during the reporting period	TRADING / DECOMMISSIONING WORKS Future work to be undertaken
	All active on-site operations / undertakings ceased in late July 2019 and the site was sold in September 2019.	None.



Appendix D

FRP

Details of the Administrators' time costs and disbursements for the period and cumulative

British Ceramic Tile Limited (In Administration)
Time charged for the period 30 January 2021 to 29 July 2021

	Appointment Takers / Partners	Managers / Directors	Other Professional	Junior Professional & Support	Total Hours	Total Cost £	Average Hrrly Rate £
Administration and Planning	0.70	3.65	3.70	1.20	9.25	3,930.25	424.89
A&P - Case Accounting		0.30	0.95	1.20	2.45	719.25	293.57
A&P - General Administration		2.35	2.25		4.60	2,107.00	458.04
A&P - Case Control and Review		1.00	0.50		1.50	617.50	411.67
A&P - Case Accounting - General	0.70				0.70	486.50	695.00
Asset Realisation	0.30	2.05	2.25		4.60	2,039.50	443.37
ROA - Asset Realisation		1.75			1.75	778.75	445.00
ROA - Asset Realisation Floating	0.30				0.30	208.50	695.00
ROA - Freehold/Leasehold Property			2.25		2.25	888.75	395.00
ROA - Debt Collection		0.30			0.30	163.50	545.00
Creditors		4.75	4.60		9.35	4,225.75	451.95
CRE - Employees		0.90	1.50		2.40	1,033.00	430.42
CRE - Secured Creditors		2.30			2.30	1,253.50	545.00
CRE - Unsecured Creditors		0.75			0.75	383.75	511.67
CRE - Preferential Creditors			1.00		1.00	395.00	395.00
CRE - Prescribed Part		0.80	2.10		2.90	1,160.50	400.17
Statutory Compliance	1.10	4.70	3.85		9.65	4,779.25	495.26
STA - Statutory Compliance - Gene	1.10		0.85		1.95	1,057.75	542.44
STA - Statutory Reporting/ Meetings		4.20	3.00		7.20	3,474.00	482.50
STA - Tax/VAT - Post appointment		0.50			0.50	247.50	495.00
Total Hours	2.10	15.15	14.40	1.20	32.85	14,974.75	455.85

British Ceramic Tile Limited (In Administration)
The Administrators' Progress Report



FRP

Appendix D

Details of the Administrators' time costs and disbursements for the period and cumulative

Disbursements for the period
30 January 2021 to 29 July 2021

	Value €
Category 1	
Storage	72.33
Grand Total	72.33

Mileage is charged at the HMRC rate
prevailing at the time the cost was incurred

FRP Charge out rates		From		
Grade		1st May 2017	1st May 2019	1st November 2020
Appointment taker / Partner		450-545	495-595	595-695
Managers / Directors		340-465	385-495	445-595
Other Professional		200-295	225-340	275-395
Junior Professional & Support		125-175	150-195	175-245

Appendix D

FRP

Details of the Administrators' time costs and disbursements for the period and cumulative

Time charged from the start of the case to 29 July 2021

	Total Hours	Total Cost £	Average Hly Rate £
Administration and Planning	329.00	118,412.75	359.92
A&P - Admin & Planning	9.90	3,348.00	341.53
A&P - Case Accounting	87.55	23,940.00	273.44
A&P - Media	7.00	3,415.00	487.86
A&P - General Administration	47.60	16,210.75	340.56
A&P - Travel	10.25	1,835.00	179.02
A&P - Strategy and Planning	48.45	24,874.25	535.51
A&P - Insurance	17.60	5,463.00	310.40
A&P - Case Control and Review	79.40	31,152.75	392.35
A&P - Fee and WIP	9.85	3,617.50	367.26
A&P - Case Accounting - General	12.20	4,326.00	354.64
A&P - IT - Admin / planning and acquisition	1.30	227.50	175.00
Asset Realisation	644.95	267,581.75	414.89
RQA - Asset Realisation	308.35	118,235.75	383.45
RQA - Asset Realisation Floating	44.05	23,227.25	527.29
RQA - Sale of Business	6.50	3,157.50	485.77
RQA - Chattel Assets	2.75	1,071.25	389.55
RQA - Stock/WIP	55.65	21,640.75	388.87
RQA - Freehold/Leasehold Property	79.30	34,057.25	429.47
RQA - Legal-asset Realisation	1.50	792.50	528.33
RQA - Debt Collection	88.45	35,275.75	400.05
RQA - Asset Realisation Fixed	60.40	30,123.75	498.74
Creditors	899.75	280,132.75	311.35
CRE - Employees	460.50	135,676.00	294.63
CRE - Secured Creditors	31.70	15,243.00	480.85
CRE - HP/Leasing	23.45	6,801.25	290.03
CRE - ROT	157.25	47,519.00	302.19
CRE - Unsecured Creditors	183.70	62,365.00	339.10
CRE - Legal-Creditors	4.40	2,510.00	570.45
CRE - Landlord	5.80	1,800.00	310.34
CRE - Pensions - Creditors	6.15	2,105.00	342.28
CRE - TAX/VAT - Pre-appointment	2.50	755.50	302.20
CRE - Preferential Creditors	11.40	3,077.50	348.80
CRE - Prescribed Part	2.80	1,160.50	400.17
Investigation	187.45	58,946.25	314.66
INV - IT - Investigations	123.75	41,663.75	336.68
INV - CDDA Enquiries	0.80	200.00	250.00
INV - Investigatory Work	9.40	2,350.00	250.00
INV - Forensic	53.50	14,732.50	275.37
Statutory Compliance	158.25	58,438.00	375.73
STA - Appointment Formalities	8.00	2,149.50	268.69
STA - Statutory Compliance - General	18.65	6,850.75	356.61
STA - Statutory Reporting/ Meetings	104.70	41,525.25	396.81
STA - Pensions - Other	8.65	2,623.50	293.13
STA - Statement of Affairs	3.00	852.50	317.50
STA - Tax/VAT - Post appointment	14.85	5,597.50	377.14
Trading	1,471.40	574,265.00	390.28
TRA - Trading forecasting/ Monitoring	638.65	236,952.75	370.85
TRA - Trade-sales/ Purchase	109.10	43,010.25	394.23
TRA - Trading - General	689.60	281,740.75	408.72
TRA - Legal-trading	16.65	9,385.75	557.02
TRA - Case Accounting - Trading	4.40	2,213.00	502.95
TRA - IT - Trading / Sale support	2.50	987.50	395.00
Grand Total	3,630.80	1,338,797.50	368.16

British Ceramic Tile Limited (In Administration)
The Administrators' Progress Report

Appendix E

Receipts and payments account for the period and cumulative



FRP

**British Ceramic Tile Limited
(In Administration)
Joint Administrators' Trading Account**

Statement of Affairs £	From 30/01/2021 To 29/07/2021 £	From 30/01/2019 To 29/07/2021 £
POST APPOINTMENT SALES		
Trade sales	NIL	6,009,413.66
Shop sales	NIL	125,838.64
Contribution from purchaser	NIL	42,915.27
	NIL	6,178,167.57
PURCHASES		
Transport	NIL	3,161,547.89
Tiles	NIL	57,404.53
Subcontractors	NIL	26,492.86
	NIL	(3,245,445.28)
OTHER DIRECT COSTS		
Pension	NIL	35,299.01
Direct Wages	NIL	424,320.78
PAYE/NI	NIL	223,505.32
Consumable Stores	NIL	34,604.38
	NIL	(717,729.49)
TRADING EXPENDITURE		
AoE	NIL	879.42
Rents	NIL	3,250.03
Rates	NIL	212,874.83
Heat & Light	NIL	126,878.53
Telephone	NIL	15,247.82
Carriage	NIL	5,691.94
Insurance	NIL	38,086.85
Customer refunds	NIL	7,104.41
Security costs	NIL	57,822.26
Lease/HP Payments	NIL	42,954.53
Hire of Equipment	NIL	66,024.71
Repairs & Maintenance	NIL	2,088.76
Sundry Expenses	0.01	392.97
Stationery	NIL	659.80
Postages	NIL	23.64
IT Licenses	NIL	51,833.95
Health & safety	NIL	4,331.94
Hygiene	NIL	10,592.83
Water	NIL	1,666.39
Payroll	NIL	8,736.80
Employee benefits	NIL	1,971.40
Waste/ recycling	NIL	29,578.94
	(0.01)	(688,692.75)
TRADING SURPLUS/(DEFICIT)	(0.01)	1,526,300.05

**FRP**

Appendix E

Receipts and payments account for the period and cumulative

British Ceramic Tile Limited
(In Administration)
Joint Administrators' Summary of Receipts & Payments

Statement of Affairs £		From 30/01/2021 To 29/07/2021 £	From 30/01/2019 To 29/07/2021 £
	SECURED ASSETS		
12,750,000.00	Freehold Land & Property	NIL	NIL
	Plant & Machinery	NIL	90,000.00
	Goodwill	NIL	20,000.00
	Intellectual Property	NIL	75,000.00
	Contribution from Chargeholder	NIL	421,016.70
		<u>NIL</u>	<u>606,016.70</u>
	COSTS OF REALISATION		
	Administrators' Fees	NIL	100,000.00
	Legal Fees	NIL	48,213.05
	Agents/Valuers Fees	NIL	35,000.00
	Debt Collection Fees	NIL	77,604.77
	Decommissioning costs	NIL	74,208.78
	CDM regulations	NIL	2,931.60
	Site Decommissioning & Clearance	NIL	75,000.00
	Direct Wages	NIL	90,000.00
	Security costs	NIL	60,000.00
	Other property expenses	NIL	6,689.50
	Insurance	NIL	9,000.00
		<u>NIL</u>	<u>(578,647.70)</u>
(33,007,444.00)	SECURED CREDITORS		
	Chargeholder (1)	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
	ASSET REALISATIONS		
	Bad debt relief claim	NIL	33,522.64
8,585,458.00	Bank Interest Gross	51.83	5,805.93
153,887.00	Book Debts	NIL	52.67
	Cash at Bank	NIL	153,957.34
	EU permits	NIL	527,388.67
	Furniture & Equipment	NIL	3,690.82
	Insurance claim	NIL	29,972.06
	Insurance Refund	NIL	493.00
	IT Equipment	NIL	19,420.83
	Petty cash	NIL	210.45
1,952,300.00	Plant & Machinery	NIL	801,732.86
	Prof service reclaim	NIL	27,344.90
	Recycling	NIL	36,623.50
4,000,000.00	Stock	NIL	47,641.91
	Subsidies	NIL	34,709.00
	Sundry kit sales	NIL	12,946.81
	Sundry Refunds	896.40	13,599.60
	Tax Refund	NIL	9,064.00
	Trading Surplus/(Deficit)	(0.01)	1,526,300.05
	VAT reclaim	NIL	150.00
		<u>948.22</u>	<u>3,284,627.04</u>
	COST OF REALISATIONS		
	Administrators' Disbursements	NIL	62,915.14
	Administrators' Pre App Disbursement	NIL	234.35

British Ceramic Tile Limited (In Administration)
The Administrators' Progress Report

Appendix E

Receipts and payments account for the period and cumulative



FRP

**British Ceramic Tile Limited
(In Administration)
Joint Administrators' Summary of Receipts & Payments**

Statement of Affairs £	From 30/01/2021 To 29/07/2021 £	From 30/01/2019 To 29/07/2021 £
Administrators' Pre App Fee	NIL	67,736.50
Administrators' Remuneration	NIL	1,100,000.00
Agents/Valuers Fees	NIL	38,213.92
Bank Charges - Floating	(16.20)	153.30
Debt collection fee	1,480.35	67,061.93
DTI Unclaimed Dividends	(1,203.61)	(1,203.61)
DTI Unclaimed Dividends	NIL	(59.15)
Insurance of Assets	1,293.60	5,693.38
IP disposal costs	NIL	1,500.00
Legal Fees	9,771.50	106,833.31
Re-Direction of Mail	NIL	313.00
Site decommissioning & clearance	NIL	194,404.35
Statutory Advertising	NIL	72.18
Storage Costs	NIL	4,654.41
Tax advisory	NIL	8,040.00
	(11,325.64)	(1,656,563.01)
PREFERENTIAL CREDITORS		
(94,969.00) Preferential Creditors	NIL	97,034.76
	NIL	(97,034.76)
FLOATING CHARGE CREDITORS		
Floating Charge Creditor	NIL	900,000.00
	NIL	(900,000.00)
UNSECURED CREDITORS		
(22,536,232.00) Unsecured Creditors	NIL	NIL
	NIL	NIL
(28,197,000.00)	(10,377.42)	658,398.27
REPRESENTED BY		
18 Current Fixed		14,537.20
18 Current Floating		500,921.58
Trade Debtors		142,939.49
		658,398.27

Appendix F

Statement of expenses incurred in the Period



FRP

British Ceramic Tile Limited (In Administration) Statement of expenses for the period ended 29 July 2021		
Expenses	Period to 29 July 2021 £	Cumulative period to 29 July 2021 £
Office Holders' remuneration (Time costs)	14,975	1,358,798
Office Holders' disbursements	72	63,627.08
Transport	-	3,161,547
Tiles	-	57,405
Subcontractors	-	26,493
Pension	-	35,299
Direct wages	-	514,321
PAYE & NI	-	223,505
Consumable stores	-	34,604
Attachment of earnings	-	879
Rents	-	3,250
Rates	-	212,874
Heat/light	-	126,879
Telephone	-	15,248
Carriage	-	5,692
Insurance	1,294	48,381
Customer refunds	-	7,104
Security costs	-	117,822
Lease/HP payments	-	42,954
Hire of equipment	-	66,024
Repairs & maintenance	-	7,089
Sundry expenses	-	393
Stationery	-	660
Postage	-	24
IT Licenses	-	51,834
Health & safety	-	4,332
Hygiene	-	10,593
Water	-	1,666
Employee benefits	-	1,971
Waste/recycling	-	29,579
Legal fees	9,772	167,318
Agent/Valuers fees	-	73,214
Debt collection fees	1,480	147,117
Decommissioning costs	-	343,613
CDM regs	-	2,932
IP disposal costs	-	1,500
Site clearance	-	269,404
Payroll	-	8,737
Storage costs	-	4,654
Re-direction of mail	-	313
Statutory advertising & bank charges	-	91
Tax advisory	-	8,040
Total	27,593	7,257,778