

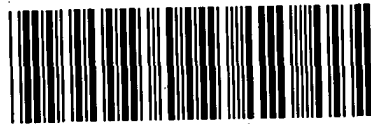
LIQ03

Notice of progress report in voluntary winding up



Companies House

FRIDAY



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A22

04/09/2020

#140

COMPANIES HOUSE

1 Company details

Company number 0 3 3 2 0 4 0 2

Company name in full Reid & Taylor Limited

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

2 Liquidator's name

Full forename(s) Kerry

Surname Bailey

3 Liquidator's address

Building name/number 3 Hardman Street

Street Spinningfields

Post town Manchester

County/Region

Postcode M 3 3 A T

Country

4 Liquidator's name ①

Full forename(s) Robert

Surname Cooksey

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

5 Liquidator's address ②

Building name/number 125 - 127 Union Street

Street

Post town Oldham

County/Region

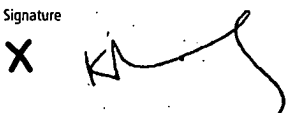
Postcode O L 1 1 T E

Country

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

LIQ03

Notice of progress report in voluntary winding up

6	Period of progress report											
From date	^d 1	^d 1	^m 0	^m 7	^y 2	^y 0	^y 1	^y 9				
To date	^d 1	^d 0	^m 0	^m 7	^y 2	^y 0	^y 2	^y 0				
7	Progress report											
<input checked="" type="checkbox"/> The progress report is attached												
8	Sign and date											
Liquidator's signature	Signature 								X			
Signature date	^d 0	^d 4	^m 0	^m 9	^y 2	^y 0	^y 2	^y 0				

LIQ03

Notice of progress report in voluntary winding up

**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 **Kerry Bailey.**Company name **BDO LLP**Address **3 Hardman Street****Spinningfields**Post town **Manchester**

County/Region

Postcode

M**3****3****A****T**

Country

DX

Telephone

01512 374 500**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

Reid & Taylor Limited
(In Liquidation)
Joint Liquidator's Summary of Receipts & Payments

Statement of Affairs £	From 11/07/2019 To 10/07/2020 £	From 11/07/2013 To 10/07/2020 £
ASSET REALISATIONS		
Bank Interest Gross	8.84	117.53
Cash at Bank	NIL	523.24
Funds From Administration	NIL	93,528.20
Paintings	NIL	2,035.00
Sundry Refunds	NIL	120.42
	<u>8.84</u>	<u>96,324.39</u>
COST OF REALISATIONS		
Agents/Valuers Fees (1)	NIL	1,000.00
Bank Charges	NIL	30.00
Committee Expenses	NIL	116.00
Company Search	NIL	16.28
Corporation Tax	NIL	17.80
Irrecoverable VAT	124.99	124.99
Legal Fees (1)	NIL	15,425.00
Liquidators Disbursements	356.20	1,065.56
Liquidator's Fees	13,461.32	63,461.32
Professional Fees	NIL	1,185.01
Stationery & Postage	NIL	321.36
Statutory Advertising	NIL	455.95
	<u>(13,942.51)</u>	<u>(83,219.27)</u>
	<u>(13,933.67)</u>	<u>13,105.12</u>
REPRESENTED BY		
Bank 1 Current		10,341.62
Vat Input		2,763.50
		<u>13,105.12</u>

TO ALL KNOWN CREDITORS

04 September 2020

Our Ref 00233921/A6/KFB/AD

Please ask for
Alice Denmark
0151 237 4497
BRCMT@bdo.co.uk

Dear Madams/Sirs

Reid & Taylor Limited - In Creditors' Voluntary Liquidation ('the Company')
Registered number: 03320402

I set out below an annual progress report in accordance with Section 104A of the Insolvency Act 1986 and Rules 18.3 and 18.7 of the Insolvency (England and Wales) Rules 2016 ('the Rules'). This report covers the period from 11 July 2019 to 10 July 2020 ('the Period') and should be read in conjunction with my prior reports.

Professional information regarding the Joint Liquidators

The Joint Liquidators are Kerry Bailey (officeholder No: 8780) of BDO LPP, 3 Hardman Street, Spinningfields, Manchester, M3 3AT and Robert Cooksey of Bridgestones Limited ('Bridgestones'), 125-127 Union Street, Oldham, Lancashire, OL1 1TE. The Joint Liquidators were appointed on 11 July 2013 and carry out their functions jointly and severally meaning any action can be done by one Liquidator or by both of them.

Receipts and Payments

I attach for your information a summary of my Receipts and Payments account, analysed to show activity in the last year compared to the whole of the Liquidation. The account shows a balance in hand of £13,109. The receipts and payments shown during the Period are self-explanatory.

Progress of the Liquidation

There are no further assets left to realise in this Liquidation, therefore once all outstanding costs have been paid, the Joint Liquidators will take the necessary steps to close the case.

Assets

I can confirm that there are no assets of a peculiar or special nature which cannot be sold. Consequently there has been no distribution of unsold assets to creditors, as mentioned in Rules 18.10/14.13 of the Insolvency (England & Wales) Rules 2016.

Unsecured and Preferential creditors

To date, preferential creditor claims of £50,113 and unsecured creditor claims of £242,460 have been received. Due to insufficient funds, there will be no distribution to any class of creditor in this matter.

Prescribed Part

Under Section 176A of the Insolvency Act 1986, where after 15 September 2003 a company has granted a floating charge to a secured creditor, a proportion of the net property of that company must be made available purely for the unsecured creditors.

The secured creditor was paid in full prior to the appointment of the Joint Liquidators. Accordingly, there is no prescribed part in this Liquidation.

Investigations

The Joint Liquidators have a duty to investigate the affairs of the Company and also the conduct of the directors and in respect of the latter, to submit a confidential statutory report to the Secretary of State. I confirm that a report has been submitted.

We have completed our review of the Company's affairs and assets to establish whether there are any actions that can be investigated for the benefit of the creditors and concluded there are no causes of action to be pursued.

Joint Liquidators' Remuneration

Pursuant to the Rules, the Joint Liquidators are obliged to fix their remuneration in accordance with Rule 18.16. This permits remuneration to be fixed either:

- (1) As a percentage of the assets realised and distributed; and/or
- (2) By reference to the time the Joint Liquidators and the staff have spent attending to matters in the Liquidation; and/or
- (3) As a set amount; and/or
- (4) As a combination of the above.

The Joint Liquidators' remuneration has been approved on the basis of time properly spent in dealing with issues in the Liquidation. To date, the Joint Liquidators have drawn £63,461 in respect of remuneration, £13,461 of which was drawn by Bridgestones in the Period, as shown on the enclosed Receipts and Payments account.

I attach four schedules detailing the time costs incurred to date, two in relation to BDO LLP and two in relation to Bridgestones.

The first schedule relates to the time costs incurred by BDO LLP and covers the Period. This shows total time costs of £8,280 which represents 41 hours spent at an average charge out rate of £204 per hour. The second schedule again relates to the time costs incurred by BDO LLP and covers the whole period of appointment. This records time costs of £109,345 which represents 514 hours spent at an average charge out rate of £212 per hour.

The third schedule relates to the time costs incurred by Bridgestones and covers the Period. This shows total time costs of £745 which represents 2.60 hours spent at an average charge out rate of £287 per hour. The fourth schedule again relates to the time costs incurred by Bridgestones and covers the whole period of appointment. This records time costs of £186,366 which represents 650 hours spent at an average charge out rate of £287 per hour.

For guidance, I enclose a document that outlines the policy of BDO LLP in respect of fees and disbursements.

Detail of Work Undertaken

I will now take the necessary steps to close the Liquidation.

The majority of the work undertaken during this period relates to general administrative tasks such as reclaiming input VAT from HMRC, seeking clearance from HMRC to commence the case closure process, preparing the case for closure and the preparation of reports to creditors regarding the progress achieved including preparation of receipts and payments accounts, a suitable analysis of time costs accrued and a review of actual costs and accrued costs against fees drawn. Reporting to creditors is a statutory requirement and ensures the creditors are kept up to date with case developments.

For guidance, I enclose a document that outlines the policy of BDO LLP in respect of fees and disbursements.

Disbursements

Where disbursements are recovered in respect of precise sums expended to third parties there is no necessity for these costs to be authorised. These are known as category 1 disbursements. Since my last report category 1 disbursements of £68 has been incurred in respect of record storage.

Some Liquidators recharge expenses, for example printing, photocopying and telephone costs, which cannot economically be recorded in respect of each specific case. Such expenses, which are apportioned to cases, require the approval of the creditors before they can be drawn, and these are known as category 2 disbursements. The policy of BDO LLP in respect of this appointment is not to charge any category 2 disbursements with the exception of mileage on the basis of the mileage scale approved by HMRC, being 45p per mile unless otherwise disclosed to the creditors. No category 2 disbursements have accrued during the Period.

Total disbursements of £1,127 have been incurred in this Liquidation as detailed below.

	Cat 1 (£)	Cat 2 (£)	Total (£)
Subsistence	39.59	-	39.59
Technological Services	42.00	-	42.00
Document Management	462.09	-	462.09
Mileage	-	518.02	518.02
Bonding	60.00	-	60.00
Search Fees	5.00	-	5.00
	608.68	518.02	1126.70

To date category 1 disbursements of £1,066 have been drawn, £356 of which was paid in the Period as shown on the receipts and payments account. Category 2 disbursements of £518 have been drawn to date following approval by the secured creditors, with no category 2 disbursements paid in the Period.

Creditors' rights

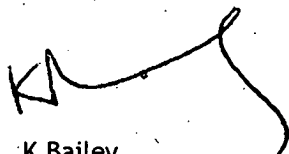
I provide at the end of this report an extract from the Rules setting out the rights of creditors to request further information and/or challenge the remuneration or expenses within the Liquidation. Creditors may access information setting out creditors' rights in respect of the approval of the Joint Liquidators' remuneration at <https://www.bdo.co.uk/en-gb/insights/advisory/business-restructuring/creditors-guides>.

The Insolvency Service has established a central gateway for considering complaints in respect of Insolvency practitioners. In the event that you make a complaint to me but are not satisfied with the response from me then you should visit <https://www.gov.uk/complain-about-insolvency-practitioner> where you will find further information on how you may pursue the complaint.

The Joint Liquidators are bound by the Insolvency Code of Ethics when carrying out all professional work relating to this appointment. A copy of the code can be found at: <https://www.icaew.com/technical/ethics/icaew-code-of-ethics/icaew-code-of-ethics>.

If you require any further information please contact me or my colleague Alice Denmark at BRCMT@bdo.co.uk.

Yours faithfully
For and on behalf of
Reid & Taylor Limited



K Bailey
Joint Liquidator
Authorised by the Institute of Chartered Accountants in England & Wales in the UK

Enclosures

Receipts and Payments Account
BDO's SIP 9 Time Cost Report for the Period
BDO's SIP 9 Time Cost Report for the period of Liquidation
Bridgestones SIP 9 Time Cost Report for the Period
Bridgestones SIP 9 Time Cost Report for the period of Liquidation
BDO LLP Policy in Respect of Fees and Disbursements
Statement of Creditors' Rights in respect of Fees and Disbursements

Reid & Taylor Limited
(In Liquidation)
Joint Liquidator's Summary of Receipts & Payments

Statement of Affairs £	From 11/07/2019 To 10/07/2020 £	From 11/07/2013 To 10/07/2020 £
ASSET REALISATIONS		
Bank Interest Gross	12.73	121.42
Cash at Bank	NIL	523.24
Funds From Administration	NIL	93,528.20
Paintings	NIL	2,035.00
Sundry Refunds	0.26	120.68
	<u>12.99</u>	<u>96,328.54</u>
COST OF REALISATIONS		
Agents/Valuers Fees (1)	NIL	1,000.00
Bank Charges	NIL	30.00
Committee Expenses	NIL	116.00
Company Search	NIL	16.28
Corporation Tax	NIL	17.80
Irrecoverable VAT	124.99	124.99
Legal Fees (1)	NIL	15,425.00
Liquidators Disbursements	356.20	1,065.56
Liquidator's Fees	13,461.32	63,461.32
Professional Fees	NIL	1,185.01
Stationery & Postage	NIL	321.36
Statutory Advertising	NIL	455.95
	<u>(13,942.51)</u>	<u>(83,219.27)</u>
	(13,929.52)	13,109.27
REPRESENTED BY		
Bank 1 Current		10,345.77
Vat Input		2,763.50
		<u>13,109.27</u>

Name of Assignment **Reid & Taylor Limited - CVL**

00233921

Summary of Time Charged and Rates Applicable for the Period From 11/07/2019 to 10/07/2020

Description	PARTNER		MANAGER		ASSISTANT MANAGER		SENIOR ADMINISTRATOR		ADMINISTRATOR	
	Hours	Total	Hours	Total	Hours	Total	Hours	Total	Hours	Total
		£		£		£		£		£
B. Steps on Appointment	0.45	247.05								
D. General Administration	0.05	25.55	15.00	5,242.40	0.25	48.00	1.70	90.00	13.55	1,015.50
I. Reporting			2.00	702.00	3.20	419.20			4.25	478.20
	0.50	272.60	17.00	5,944.40	3.45	467.20	1.70	90.00	17.80	1,493.70

Net To

Secret

Other

Billed

Grand

Name of Assignment

Reid & Taylor Limited - CVL

00233921

Detail of Time Charged and Rates Applicable for the Period From 11/07/2013 to 10/07/2020

Description	PARTNER		MANAGER		ASSISTANT MANAGER		SENIOR ADMINISTRATOR		ADMINISTRATOR	
	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total
B. Steps on Appointment										
02. Statutory Documentation			1.10	324.50	10.25	1,875.75			1.25	21.
07. Attendance at Premises									7.25	1,12.
08. Detail Documentation Review	0.95	513.55								
12. Setting up Internal Files									4.25	65.
sub total -	0.95	513.55	1.10	324.50	10.25	1,875.75			12.75	1,99
B. Steps on Appointment										
C. Planning and Strategy										
07. Strategy Planning			1.50	377.50						
99. Other Matters	5.00	2,305.00			3.00	542.65				
sub total -	5.00	2,305.00	1.50	377.50	3.00	542.65				
C. Planning and Strategy										
D. General Administration										
02. VAT			11.50	4,331.00						
03. Taxation			1.30	346.10	1.00	197.00			2.45	41.
04. Instruct/Liase Solicitors	1.75	824.00			1.75	327.00			1.00	18.
05. Investigations	2.00	922.00	93.50	25,887.00	88.75	16,279.25				
06. Conduct Reports			4.00	1,198.00	2.00	384.00				

Name of Assignment

Reid & Taylor Limited - CVL

00233921

Detail of Time Charged and Rates Applicable for the Period From 11/07/2013 to 10/07/2020

Description	PARTNER		MANAGER		ASSISTANT MANAGER		SENIOR ADMINISTRATOR		ADMINISTRATOR	
	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total
07. Receipts/Payments Accounts	0.05	25.55	2.85	459.55	9.35	1,702.65	2.00	139.40	20.75	1,811
08. Remuneration Issues			2.50	950.00						
09. Statutory Matters					24.00	4,392.00			2.75	48
13. General Meetings			2.50	507.50						
14. General Discussions			0.30	88.50	2.00	366.00				
15. Gen. Admin/Correspondence	0.50	242.00	13.10	3,708.75	22.25	4,096.50	0.30	37.80	16.15	2,14
16. Maintain Internal Files					1.85	325.35			4.00	62
99. Other Matters	0.20	101.80								
sub total -	4.50	2,115.35	131.55	37,476.40	152.95	28,069.75	2.30	177.20	47.10	5,66
D. General Administration										
E. Assets Realisation/Dealing										
03. Asset Tracing					0.25	48.00				
04. Agent Instruction/Liasing									0.45	6
07. Debt Collection			0.10	20.30						
08. Dealing with Chattel Assets			2.70	796.50						
09. Dealing with other Assets			1.80	439.00	1.25	240.00				

Name of Assignment

Reid & Taylor Limited - CVL

00233921

Detail of Time Charged and Rates Applicable for the Period From 11/07/2013 to 10/07/2020

Description	PARTNER		MANAGER		ASSISTANT MANAGER		SENIOR ADMINISTRATOR		ADMINISTRATOR	
	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total
99. Other Matters					0.50	96.00				
sub total -			4.60	1,255.80	2.00	384.00			0.45	6
E. Assets Realisation/Dealing										
F. Trading Related Matters										
08. Trading Accounts									0.50	8
sub total -				0.00					0.50	8
F. Trading Related Matters										
G. Employee Matters										
04. Pension Issues			1.00	203.00						
99. Other Matters			1.00	201.00						
sub total -			2.00	404.00						
G. Employee Matters										
H. Creditor Claims										
03. Preferential Creditors			0.50	130.50						
04. Non-Preferential Creditors			2.70	802.90	4.80	888.60			1.00	11
sub total -			3.20	933.40	4.80	888.60			1.00	11
H. Creditor Claims										
I. Reporting										
01. Statutory Reporting			4.45	1,422.25	14.60	2,626.25	0.30	35.70	28.00	4,30

Name of Assignment

Reid & Taylor Limited - CVL

00233921

Detail of Time Charged and Rates Applicable for the Period From 11/07/2013 to 10/07/2020

Description	PARTNER		MANAGER		ASSISTANT MANAGER		SENIOR ADMINISTRATOR		ADMINISTRATOR	
	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total
02: Reporting to Appointor	1.75	806.75			2.00	314.00				
03: Reporting to Committee	4.50	2,074.50	16.40	4,654.00	3.00	549.00				
04: Reporting to Creditors	1.00	461.00	12.30	3,067.40					11.35	1,86
sub total - 1. Reporting	7.25	3,342.25	33.15	9,143.65	19.60	3,489.25	0.30	35.70	39.35	6,17

Reid & Taylor Limited in Creditor's Voluntary Liquidation

No

Analysis of Time Costs for the Period from 11 July 2019 to 10 July 2020

Classification of work function	Hours						
	Insolvency Practitioner	Director	Senior Manager	Manager	Case Administrator	Cashiering	Support Staff
Administration and Planning	0.50	0.00	2.10	0.00	0.00	0.00	0.00
Total Hours	0.50	0.00	2.10	0.00	0.00	0.00	0.00
Total Fees Claimed (£)	220.00	0.00	525.00	0.00	0.00	0.00	0.00

Hourly Rate Range	From	To
Insolvency Practitioner	440.00	440.00
Director	0.00	0.00
Senior Manager	250.00	250.00
Manager	0.00	0.00
Case Administrator	0.00	0.00
Cashier	0.00	0.00
Assistants & Support Staff	0.00	0.00

Reid & Taylor Limited in Creditor's Voluntary Liquidation

No

Analysis of Time Costs for the Period from 11 July 2013 to 10 July 2020

Classification of work function	Hours						
	Insolvency Practitioner	Director	Senior Manager	Manager	Case Administrator	Cashiering	Support Staff
Administration and Planning	20.85	0.00	60.70	0.00	12.25	0.00	
Realisation of Assets	0.00	0.00	9.40	0.00	0.00	0.00	
Creditors	11.60	0.00	5.60	0.00	0.00	0.00	
Investigation	66.35	0.00	439.70	0.00	5.00	0.00	
Total Hours	98.80	0.00	515.40	0.00	17.25	0.00	
Total Fees Claimed (£)	42,259.00	0.00	136,676.00	0.00	3,105.00	0.00	

Hourly Rate Range	From	To
Insolvency Practitioner	360.00	440.00
Director	0.00	0.00
Senior Manager	160.00	320.00
Manager	0.00	0.00
Case Administrator	180.00	180.00
Cashier	0.00	0.00
Assistants & Support Staff	0.00	0.00



Reid & Taylor Limited - In Liquidation

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

The current charge out rates per hour of staff within my firm who may be involved in working on the insolvency, follows:

GRADE	£
Partner	549
Manager	242-380
Assistant Manager	218
Senior Administrator	206
Administrator	119-185
Other Staff	73-77

This in no way implies that staff at all such grades will work on the case. The rates charged by BDO LLP are reviewed in December and July each year and are adjusted to take account of inflation and the firm's overheads.

Time spent on casework is recorded directly to the relevant case using a computerised time recording system and the nature of the work undertaken is recorded at that time. Units of time can be as small as 3 minutes. BDO LLP records work in respect of insolvency work under the following categories:-

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

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

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

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



1) Other Costs

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

2) Category 1

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

3) Category 2

We propose to recover from the estate the cost of travel where staff use either their own vehicles or company cars in travelling connected with the insolvency. In these cases a charge of 45p per mile is raised which is in line with the HM Revenue & Customs Approved Mileage Rates (median - less than 10,000 miles per annum) which is the amount the firm pays to staff. Where costs are incurred in respect of mileage, approval will be sought in accordance with the Insolvency (England and Wales) Rules 2016 to recover this disbursement.

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

BDO LLP
04 September 2020

Statement from the Insolvency (England and Wales) Rules 2016 regarding the rights of creditors in respect of the Joint Liquidators' fees and expenses:

Creditors' and members' requests for further information in administration, winding up and bankruptcy

18.9.—(1) The following may make a written request to the office-holder for further information about remuneration or expenses (other than pre-administration costs in an administration) set out in a progress report under rule 18.4(1)(b), (c) or (d) or a final report under rule 18.14—

- (a) a secured creditor;
- (b) an unsecured creditor with the concurrence of at least 5% in value of the unsecured creditors (including the creditor in question);
- (c) members of the company in a members' voluntary winding up with at least 5% of the total voting rights of all the members having the right to vote at general meetings of the company;
- (d) any unsecured creditor with the permission of the court; or
- (e) any member of the company in a members' voluntary winding up 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 member or creditor.

(3) The office-holder must, within 14 days of receipt of such a request respond to the person or persons who requested the information by—

- (a) providing all of the information requested;
- (b) providing some of the information requested; or
- (c) declining to provide the information requested.

(4) The office-holder may respond by providing only some of the information requested or decline to provide the information if—

- (a) the time or cost of preparation of the information would be excessive; or
- (b) disclosure of the information would be prejudicial to the conduct of the proceedings;
- (c) disclosure of the information might reasonably be expected to lead to violence against any person; or
- (d) the office-holder is subject to an obligation of confidentiality in relation to the information.

(5) An office-holder who does not provide all the information or declines to provide the information must inform the person or persons who requested the information of the reasons for so doing.

(6) A creditor, and a member of the company in a members' voluntary winding up, who need not be the same as the creditor or members who requested the information, may apply to the court within 21 days of—

- (a) the office-holder giving reasons for not providing all of the information requested; or
- (b) the expiry of the 14 days within which an office-holder must respond to a request.

(7) The court may make such order as it thinks just on an application under paragraph (6).

Remuneration and expenses: application to court by a creditor or member on grounds that remuneration or expenses are excessive

18.34.—(1) This rule applies to an application in an administration, a winding-up or a bankruptcy made by a person mentioned in paragraph (2) on the grounds that—

- (a) the remuneration charged by the office-holder is in all the circumstances excessive;
- (b) 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
- (c) 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) a secured creditor,
- (b) 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, or
- (c) in a members' voluntary winding up—
 - (i) members of the company with at least 10% of the total voting rights of all the members having the right to vote at general meetings of the company, or
 - (ii) a member of the company with the permission of the court.

(3) The application by a creditor or member must be made no later than eight weeks after receipt by the applicant of the progress report under rule 18.3, or final report or account under rule 18.14 which first reports the charging of the remuneration or the incurring of the expenses in question ('the relevant report').

Applications under rules 18.34 and 18.35 where the court has given permission for the application

18.36.—(1) This rule applies to applications made with permission under rules 18.34 and 18.35.

- (2) Where the court has given permission, it must fix a venue for the application to be heard.
- (3) The applicant must, at least 14 days before the hearing, deliver to the office-holder a notice stating the venue and accompanied by a copy of the application and of any evidence on which the applicant intends to rely.
- (4) If the court considers the application to be well-founded, it must make one or more of the following orders—
 - (a) an order reducing the amount of remuneration which the office-holder is entitled to charge;
 - (b) an order reducing any fixed rate or amount;
 - (c) an order changing the basis of remuneration;
 - (d) an order that some or all of the remuneration or expenses in question is not to be treated as expenses of the administration, winding up or bankruptcy;
 - (e) an order for the payment of the amount of the excess of remuneration or expenses or such part of the excess as the court may specify by —
 - (i) the administrator or Liquidator or the administrator's or Liquidator's personal representative to the company, or
 - (ii) the trustee or the trustee's personal representative to such person as the court may specify as property comprised in the bankrupt's estate;
 - (f) any other order that it thinks just.
- (5) An order under paragraph (4)(b) or (c) may only be made in respect of periods after the period covered by the relevant report.
- (6) Unless the court orders otherwise the costs of the application must be paid by the applicant, and are not payable as an expense of the administration, winding up or bankruptcy.

Applications under rule 18.34 where the court's permission is not required for the application

18.37.—(1) On receipt of an application under rule 18.34 for which the court's permission is not required, the court may, if it is satisfied that no sufficient cause is shown for the application, dismiss it without giving notice to any party other than the applicant.

- (2) Unless the application is dismissed, the court must fix a venue for it to be heard.
- (3) The applicant must, at least 14 days before any hearing, deliver to the office-holder a notice stating the venue with a copy of the application and of any evidence on which the applicant intends to rely.
- (4) If the court considers the application to be well-founded, it must make one or more of the following orders—
 - (a) an order reducing the amount of remuneration which the office-holder is entitled to charge;
 - (b) an order reducing any fixed rate or amount;
 - (c) an order changing the basis of remuneration;
 - (d) an order that some or all of the remuneration or expenses in question be treated as not being expenses of the administration or winding up or bankruptcy;
 - (e) an order for the payment of the amount of the excess of remuneration or expenses or such part of the excess as the court may specify by —
 - (i) the administrator or Liquidator or the administrator's or Liquidator's personal representative to the company, or
 - (ii) the trustee or the trustee's personal representative to such person as the court may specify as property comprised in the bankrupt's estate;
 - (f) any other order that it thinks just.
- (5) An order under paragraph (4)(b) or (c) may only be made in respect of periods after the period covered by the relevant report.
- (6) Unless the court orders otherwise the costs of the application must be paid by the applicant, and are not payable as an expense of the administration or as winding up or bankruptcy.