### **Liquidator's Progress** Report

S.192

Pursuant to Sections 92A and 104A and 192 of the Insolvency Act 1986

To the Registrar of Companies

Company Number

04007476

Name of Company

Mondeco Installations Limited Formerly 4M Flooring UK Limited

1/We

Lindsey Jane Cooper Festival Way

Stoke on Trent Staffordshire ST15BB

Paul Finnity

1 New Park Place

Pride Park Derby

**DE24 8DZ** 

the liquidator(s) of the company attach a copy of my/our Progress Report under section 192 of the Insolvency Act 1986

The Progress Report covers the period from 24/02/2013 to 23/02/2014

Signed |

Date \_ 6- 4 /16-

Baker Tilly Business Services Limited Festival Way Stoke on Trent Staffordshire ST15BB

Ref 5513765/LJCX/PF/LMO/RH /HW



08/04/2014 **COMPANIES HOUSE** 

# Mondeco Installations Limited Formerly 4M Flooring UK Limited (In Liquidation) Joint Liquidators' Abstract of Receipts & Payments

Statement of Affairs		From 24/02/2013 To 23/02/2014	From 24/02/2011 To 23/02/2014
	ASSET REALISATIONS		
40,646 00	WIP	NIL	25,877 17
21,143 00	Retentions	4,40614	11,320 90
•	Tax Refund	, NIL	5 21
	Legal Settlement	NIL	19,479 90
	Court Receipts	2023	158 95
	·	4,426 37	56,842 13
	COST OF REALISATIONS		
	Specific Bond	NIL	120 00
	Statement of Affairs Fee	NIL	6,000 00
	Office Holder's Fees	3,000 00	21,155 16
	Office Holder's Expenses	NIL	10 29
	Office Holders fees re Prescribed Part	5,000 00	5,000 00
	Agents/Valuers Fees	1,43373	7,992 12
	Legal Fees	NJL	1,162 50
	Room Hire	NIL	50 00
	Statutory Advertising	NIL	311 40
	Bank Charges	5 21	36 07
		(9,438 94)	(41,837 54)
	FLOATING CHARGE CREDITORS		
(1,696,470 00)	J&S Seddon Limited	NIL	NIL
		NIL	NIL
	UNSECURED CREDITORS		
(55,857 00)	Trade & Expense Creditors	14,479 34	14,479 34
,	Customs & Excise	0 56	0 56
Uncertain	Contractual Remedial Works	NIL.	NIL
		(14,479 90)	(14,479 90)
	DISTRIBUTIONS		
(2 00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(1,690,540 00)		(19,492.47)	524.69
(1,000,040,00)	DEDDGGENTED DV	(10,402.41)	324.03
	REPRESENTED BY		
	Bank 1 - Current		524 69
			524.69
		$\bigvee$	
			Paul Finnity
			Joint Liquidator

### Mondeco Installations Limited Formerly 4M Flooring UK Limited ("the Company") – In Liquidation

Joint Liquidators' Third Progress Report for the period from 24 February 2013 to 23 February 2014

Issued on: 4 April 2014

#### Mondeco Installations Limited Formerly 4M Flooring UK Limited ("the Company") - In Liquidation

#### JOINT LIQUIDATORS' THIRD PROGRESS REPORT AS AT 23 FEBRUARY 2014

Lindsey Jane Cooper and Paul Finnity are the Joint Liquidators of the Company and this is their third progress report, to the creditors and members of the Company, showing how the liquidation has been conducted. The report covers the period from 24 February 2013 to 23 February 2014. This report should be read in conjunction with previous progress reports.

#### 1. Statutory Information

Statutory information relating to the Company is attached at Appendix I

#### 2. Joint Liquidators' Receipts and Payments Account

A summary of the Joint Liquidators' receipts and payments account relating to the Company for the relevant period from 24 February 2013 to 23 February 2014 and cumulatively (from commencement of liquidation on 24 February 2011 to 23 February 2014) is attached at **Appendix II** 

#### 3 Action taken by the Joint Liquidators since last Report

The Company was wound up on 24 February 2011 and John-Paul O'Hara and Paul Finnity were appointed Joint Liquidators at meetings of members and creditors held on 24 February 2011 John-Paul O'Hara was removed from office on 14 November 2013 and replaced by Lindsey Cooper

#### WIP & Retentions

As previously reported the work in progress and retentions of the Company had a book value of £119,724 and were expected to realise £61,789. On appointment the Joint Liquidators instructed Mr Glover of the IRG Partnership to assist with collection of these amounts. To date the Joint Liquidators have received £37,198 in this relation to the WIP and retentions with £4,406.14 being realised in this period.

In Mr Glover's most recent update he set out there is only one remaining retention to pursue totalling circa £20,000 however he has to date been unsuccessful in obtaining the making good of defects certificates which prevents settlement being made. Given the time spent and the period over which Mr Glover has been requesting this information he advised the Joint Liquidators to instruct Harrison Clarke Rickerbys Solicitors in order to pursue the matter further. Instructions were given to the solicitors in February 2014 and they are at the initial stages of communications with the debtor.

At this stage the Joint Liquidators are unable to estimate the possible future realisations from this source due to the lack of information provided by the debtor in respect of the making good of defects

#### **Tax Refund**

As previously reported a tax refund of £5.21 was received from HM Revenue and Customs in respect of overpayments made in the period from 1 January 2009 to 31 December 2009

#### **Court Receipts**

There was a Court Order made against an ex-employee of the Company in which the individual was required to pay £985 via monthly instalments. To date £158 72 has been received from the Court Service with £20 23 being received within this period.

#### Legal Settlement

Following extensive investigations into the affairs of the Company and the transactions which took place prior to the Liquidation the Joint Liquidators have achieved a settlement of £19,479 for the benefit of unsecured creditors. This represents the amount that would have been available to unsecured creditors if all preference transactions were reversed.

#### Investigations

The Joint Liquidators' have a duty to submit confidential reports to the Government's Disqualification Unit on the conduct of those persons who acted as directors of the Company in the three year period before the liquidation, these have been completed

#### 4. Future Actions of the Joint Liquidators

The Joint Liquidators continue to liaise with Mr Glover and Harrison Clarke Rickerby Solicitors in order to resolve the one final retention outstanding. There may be a possibility of offering a discount to the retention debtor concerned in order to settle the position however at this stage the Joint Liquidators are unable to estimate what realisations will be achieved from this source nor can we provide an estimate if the timing in which it will be concluded.

#### 5. Liabilities and Dividends

#### **Preferential Creditors**

There are no preferential creditors

#### **Floating Charge Creditors**

The floating charge creditor J&S Seddon Limited is owed £1,696,470. To date no amounts have been paid to J&S Seddon. Any distribution to the floating charge creditor will be dependant on future realisations.

The Joint Liquidators' instructed solicitors Hacking Ashton in order to have the charge documentation validated. The charge documentation was examined and the Joint Liquidators' have received confirmation that the charges are valid.

#### **Prescribed Part**

As set out above the settlement totalling £19,479 represent what the prescribed part would have been if all preference payments were reversed. This amount was therefore set to one side for distribution to unsecured creditors under the prescribed part. As previously informed the costs of dealing with the distribution which totalled £5,000 were deducted from these funds before the distribution is made.

#### **Ordinary Unsecured Creditors**

As set out the in the statement of affairs there were unsecured creditors with an uncertain value of claims. This related to one creditor who submitted a claim totalling £201,523.08. A substantial amount of time was incurred by the Joint Liquidators and their staff in communicating with this creditor, obtaining and reviewing the supporting documentation supplied. Given the value, the uncertainty and the nature of the claim the Joint Liquidators instructed Mr Ian Glover of the IRG Partnership to carry out a review of the supporting documentation submitted in order to agree this claim for inclusion within the prescribed part dividend. Following Mr Glover's review it was agreed with the creditor concerned that after a reduction in their claim totalling £12,262.81 the Joint Liquidators would accept their claim at a level of £189,260.27

On 10 January 2014 a first and final prescribed part dividend of 6 90p in the £ was distributed on agreed claims of £209,872, the total amount distributed was £14,479 90

Any further dividends to the unsecured creditors will be dependant on future realisations

#### Joint Liquidators' Remuneration, Disbursements and Expenses

#### **Basis of Remuneration and Disbursements**

At the initial meeting of creditors held on 24 February 2011 it was resolved that the Joint Liquidators would be remunerated by reference to the time properly spent in dealing with matters in the liquidation and that their disbursements would be drawn in accordance with the tariff outlined in **Appendix III**.

#### Remuneration Charged and Drawn in the Period

The Joint Liquidators' time costs were charged (exc. VAT) as follows

	Incurred	Paid
For this period, from 24 February 2013 to 23 February 2014	£7,181 00	£8,000 00
Since appointment on 24 February 2011 to 23 February 2013	£30,825 66	£18,155 16
Total	£38,006 66	£26,155 16

In accordance with Statement of Insolvency Practice 9, attached at **Appendix III** is a breakdown of these time costs

Since the end of this period to the current date, further time costs have been incurred of £661 (primarily in relation to statutory annual requirements and reporting) representing 3.2 hours. No amount has been drawn in this regard and such costs will be fully reported in my next progress report.

#### **Disbursements Incurred and Drawn**

The Joint Liquidators' disbursements incurred and reimbursed are summarised below. Details are in the attached **Appendix III** 

Category 1 disbursements for this period, from 24 February 2013 to 23 February 2014	Incurred Nil	Paid Nil
Category 2 disbursements for this period, from 24 February 2013 to 23 February 2014	Nil	Nil
Category 1 disbursements since appointment on 24 February 2011 to 23 February 2013	£449 04	£441 69
Category 2 disbursements since appointment on 24 February 2011 to 23 February 2013	£50 00	£50 00
Total	£499.04	£491.69

#### Expenses (Professional Advisors) Charged and Drawn in the Period

The following professional advisors have been instructed in this matter

Professional Advisor	Nature of Work	Fee Arrangement
The IRG Partnership	Agents Collection of WIP & retentions	Commission of 20% on realisations
The IRG Partnership	Agents Review of creditor claim in order to agree for prescribed part dividend	Time costs

The choice of professionals and the Joint Liquidators' fee arrangement with them was based on perception of their experience and ability to perform this type of work, together with the complexity and nature of the assignment

Details of the costs incurred and paid by the Liquidators in relation to liquidation expenses for the period are also attached at **Appendix III** 

#### Pre appointment costs

At the initial meeting of creditors held on 24 February 2011, it was resolved that the fees of RSM Tenon Recovery for assisting the Directors in convening the statutory meetings to place the Company into liquidation, and for assistance in preparing the Statement of Affairs, would be a set fee of £6,000 plus VAT and disbursements to be paid out of the assets of the Company

These fees have been paid as an expense of the liquidation

#### Creditors' Guide to Fees and Statement of Creditors' Rights

Creditors have a right to request further information from the Liquidators and additionally have a right to challenge the Liquidators' remuneration and expenses time limits apply. Details can be found in the document 'A Creditor's

Guide to Liquidators' Fees' which can be accessed at the website of the Insolvency Practitioners' Association (<a href="www.insolvency-practitioners.org.uk">www.insolvency-practitioners.org.uk</a> > Regulation and Guidance" > Creditors Guides to Fees), or the Institute of Chartered Accountants in England & Wales (<a href="www.icaew.com">www.icaew.com</a> > Technical Resources > Insolvency > Creditors' Guides) Alternatively a copy is available free of charge upon request from the address above

#### 7. Conclusion of the Liquidation

Af this stage the Joint Liquidators are unable to conclude the Liquidation until all matters mentioned above have been concluded

Paul Finnity
Baker Tilly Business Services Limited
Joint Liquidator

Licensed in the United Kingdom to act as an insolvency practitioner by the Institute of Chartered Accountants in England and Wales

Statutory Information

Appendix I

Company Information

Company Name Mondeco Installations Limited Formerly 4M Flooring UK Limited

Previous Name 4M Flooring UK Limited

Company Number 04007476

Date of Incorporation 5 June 2000

Trading Address 55 Duke Street, Fenton, Stoke on Trent, Staffordshire, ST4 3NN

Current Registered Office RSM Tenon, 1 Ridge House, Ridge House Drive, Festival Park, Stoke on Trent,

ST15SJ

Former Registered Office 55 Duke Street, Fenton, Stoke on Trent, Staffordshire, ST4 3NN

Principal Trading Activity Floor & Wall Covering

**Appointment details** 

Joint Liquidators' name

and address

Lindsey Jane Cooper

of Baker Tilly Business Services Limited, 1 Ridge House, Ridge House Drive,

Festival Park, Stoke on Trent, ST1 5SJ

and Paul Finnity

of Baker Tilly Business Services Limited 1 New Park Place, Pride Park, Derby,

**DE24 8DZ** 

Commencement of liquidation

24 February 2011

Date of appointment

24 February 2011

Appointment made by

Members and creditors

Previous office holders

John-Paul O'Hara was removed from office on 14 November 2013 and replaced

by Lindsey Cooper

The Joint Liquidators act jointly and severally

# Mondeco Installations Limited Formerly 4M Flooring UK Limited (In Liquidation) Joint Liquidators' Abstract of Receipts & Payments

From 24/02/2011 To 23/02/2014	From 24/02/2013 To 23/02/2014		Statement of Affairs
<u> </u>		ASSET REALISATIONS	
25,877 17	NIL	WIP	40,646 00
11,320 90	4,406 14	Retentions	21,143 00
.5 21	NIL	Tax Refund	
19,479 90	NIL	Legal Settlement	
158 95	20 23	Court Receipts	
56,842 13	4,426 37		
		COST OF REALISATIONS	
120 00	NIL	Specific Bond	
6,000 00	NiL	Statement of Affairs Fee	
21,155 16	3,000 00	Office Holder's Fees	
10 29	NIL	Office Holder's Expenses	
5,000 00	5,000 00	Office Holders fees re Prescribed Part	
7,992 12	1,433 73	Agents/Valuers Fees	
1,162 50 50 00	NIL NIL	Legal Fees Room Hire	
311 40	NIL.	Statutory Advertising	
36 07	5 21	Bank Charges	
(41,837 54)	(9,438 94)	Dank Onlinges	
		FLOATING CHARGE CREDITORS	
NIL	NIL	J&S Seddon Limited	(1,696,470 00)
NIL	NIL		(1,100,110,110,110,110,110,110,110,110,1
		UNSECURED CREDITORS	
14,479 34	14,479 34	Trade & Expense Creditors	(55,857 00)
0 56	0 56	Customs & Excise	
NIL	NIL	Contractual Remedial Works	Uncertain
(14,479 90)	(14,479 90)		
		DISTRIBUTIONS	
NIL	NIL_	Ordinary Shareholders	(2 00)
NIL	NIL		
	(40, 400, 47)		(4.000.540.00)
524.69	(19,492 47)		(1,690,540.00)
		REPRESENTED BY	
524 69		Bank 1 - Current	
524.69			

### Appendix III – Information relating to the Joint Liquidators' Fees and Expenses

#### Mondeco Installations Limited Formerly 4M Flooring UK Limited

#### Information relating to the Joint Liquidators' Fees and Expenses

#### 1 Explanation of Liquidators' charging and disbursement recovery policies

#### 1.1. Time recording

Work undertaken on cases is recorded in 6 minute units in an electronic time recording system. Time properly incurred on cases is charged at the hourly rate of the grade of staff undertaking the work that applies at the time the work is done. The current hourly charge-out rates are

	Rates since 01/04/2014 £	Rate since 01/11/2011 £	Rate since 01/01/2011 £	Rate from 01/07/2010 to 31/12/2010 £
Partner (formerly Director) and licensed Insolvency Practitioner	395	395	395	395
Director (formerly Associate Director) and licensed Insolvency Practitioner	-	355	360	340
Associate Director	300 - 350	-	-	_
Senior Manager	-	300	295	285
Assistant Manager	190	220	195	175
Senior Administrator	-	185	175	160
Administrator	-	155	150	145
Junior Administrator	-	_	_	95
Secretarial and support staff	190	130 – 185	110 - 150	100
Cashier	190	185	150	145

#### 1.2 Disbursement recovery

Disbursements are categorised as either Category 1 or Category 2

Category 1 disbursements will generally comprise external supplies of incidental services specifically identifiable to the case. Where these have initially been paid by Baker Tilly and then recharged to the case, approval from creditors is not required. The amount recharged is the exact amount incurred.

Examples of Category 1 expenses are postage, case advertising, specific bond insurance, company search fees, invoiced travel and properly reimbursed expenses incurred by personnel in connection with the case Also included will be services specific to the case where these cannot practically be provided internally such as printing, room hire and document storage

Category 2 disbursements include elements of shared or allocated costs incurred by Baker Tilly and recharged to the estate, they are not attributed to the estate by a third party invoice and/or they may include a profit element. These disbursements are recoverable in full, subject to the basis of the disbursement charge being approved by creditors in advance. Examples of category 2 disbursements are photocopying, internal room hire, and internal storage.

The current levels of Category 2 disbursements recovered by Baker Tilly Stoke are as follows

Room hire £50 00

Internal Storage £2 50 initial cost per box, £1 00 per box per month, £2 00 per box destroyed

The costs recharged are based upon the actual cost of the materials used or the costs which would have been incurred if that service had been sourced externally

#### 2. Description of work carried out in the current period

Section 3 of this appendix outlines the time costs to date in relation to activities undertaken during this period. These can be summarised as follows

#### 21. Administration and planning

The following activities have been undertaken

- > Case management
- > Maintaining bank accounts
- > Recording all receipts and payments
- > Progress reviews of the case
- > Tax returns

Staff of different levels were involved in the above activities depending upon the experience required

#### 2.2. Realisation of assets

Please refer to the main body of the report but in summary the time spent includes

> Liaising with agents and solicitors

Staff were chosen depending upon the appropriate level of experience required for the activity they were required to undertake

#### 23. Creditors and distributions

The time spent includes the following matters

- > Recording and maintaining the list of creditors
- > Paying the prescribed part dividend
- Recording creditor claims
- > Reporting to creditors
- > Dealing with creditor queries
- > Reviewing and evaluating creditor claims

Staff were chosen depending upon the appropriate level of experience required for the activity they were required to undertake

#### 3. Time and charge out summary

Please note that we have re-designed our SIP9 analysis table to provide a more detailed analysis of the grades of staff within the firm. Please note that this change does not after the overall value of time costs recorded, purely the column within the table to which that time, and cost, has been allocated or the exact date of the work. In addition, following a change in our time recording system, the analysis below may include an element of time costs already disclosed in the previous period. Should you require further information of details regarding these costs, these will be provided on request.

For the period of this report from 24 February 2013 to 23 February 2014, a total of 34.9 hours have been spent at an average charge out rate of £205.76 bringing the total cost to £7,181.

The table attached shows details of the time costs charged (exc VAT) in the current period

Also attached is a table showing all fees charged from appointment to the end of the current period

From appointment to the end of the current period the total time costs incurred are £38,006 66, 169 1 hours spent bringing the average charge out rate to £224 76

#### 4. Disbursements

Disbursements incurred during the period of this report and cumulatively, and those reimbursed in the period and cumulatively, to end of current period, are detailed below

	This pe	rıod	Previous	period	Cumulati	vely
Disbursements	Incurred £	Paid	Incurred	Paid	Incurred	Paid
Category 1	Ł	£	£	£	£	£
Statutory advertising			311 40	311 40	311 40	311 40
Bond premium			120 00	120 00	120 00	120 00
Case management software system			17 64	10 29	17 64	10 29
Total	Nil	Nil	449.04	441.69	449.04	441.69
Category 2						
Internal room hire			50 00	50 00	50 00	50 00
Total	Nil	Nil	50.00	50.00	50.00	50 00

The above costs exclude VAT

#### 5. Professional advisors and expenses

The Joint Liquidators have incurred liquidation expenses in connection with the instruction of the following parties shown below. Expenses incurred during the period of this report and cumulatively, and those paid in the period and cumulatively, to end of current period, are detailed.

	This pe	rıod	Previous	s period	Cumulat	ively
Name & Activity	Incurred £	Paid £	incurred £	Paid £	Incurred £	Paid £
The IRG Partnership Assistance with WIP and Retention collections	881 23	881 23	6,558 39	6,558 39	7,439 62	7,439 62
The IRG Partnership Assistance with reviewing creditor claim	552 50	552 50			552 50	552 50
Hacking Ashton Solicitors Validation of J&S Seddon charge			600 00	600 00	600 00	600 00
Beswicks Solicitors Advice regarding settlement of preference payments			562 50	562 50	562 50	562 50
Total	1,433.73	1,433.73	7,720.89	7,720.89	9,154.62	9,154.62

The above costs exclude VAT

Restructuring & Recovery SIP9 Summary Level 2

Mondeco Installations Limited 1033993 / 701 - CCVL002 - 002 - Post Appointment

For the period 24/02/2011 to 23/02/2014

Penod	Hours Spent		Partners	Directors / Associate	Managers	Assistant A	Assistant Administrators: Managers	Assistants & Support Staff	Total Hours	Total Time Costs	Average Rates
	Administration and Planning			Directors		1		_ ·			
	Case Management		0.0	0 5	9 5	о́ 0	0 4	10.7	21 1	£ 3,589 00	170 09
	Receipts and Payments		00	0 0	90	0 0	00	119	12 5	£ 2,182.00	174 56
	Tax Matters		00	00	10	io o	0 0	11	2.1	£ 403 50.	192 14
	Total		00	0 5	111	00	0 4	23 7	35 7	£ 6,174 50	172 96
	Investigations										
	Investigations/CDDA		00	14 2	26 9	00	0 0	0 0	41 1	£ 10,550 00·	256 69
	Total		0 0	14 2	26 9	00	00	0 0	411	£ 10,550 00	256 69
	Realisation of Assets										
	Assets - general/other		00	0.7	99	0.0	80	00	8 1	£ 1,711 50	211 30
	Debtors & sales finance		0.5	93	8 2	00	00	0 0	180	£ 5,204 50'	289 14
	Total		0 5	10 0	14 8	00	80	0 0	26 1	£ 6,916 00	264 98
-	Creditors										
-	. Other Creditor Meetings and Reports		00	0.5	16,7	00	00	00	8 4	£ 1,918 00	228 33
	Secured Creditors		00	0.3	50	00	00	ö 0	53	£ 1,148.00	216 60
	Unsecured Creditors		0.2	39	25 2	00	0.1	0 0	29.4	£ 6,959.50	236 72
	Total		0 2	4 7	38 1	0 0	0	00	43.1	£ 10,025 50	232 61
	.No Activity / No Comment										
	No Activity		0 0	3.5	31	00	4,8	11.8	23 1	£ 4,340.66	187 91
	Total	•	00	35	9. T.	0.0	4	118,	23.1	£ 4,340.66	187.91
	Total Hours	_	0.7	32 9,	940	0.0	6.1	35.5	169 1	£ 38,006.66	224 76
	Total Time Cost		£ 275 50	£ 11,844 00.	£ 20,085 50	00 0 3	£ 916 67	£ 4,884 99	£ 38,006.66		
Total Hours		•	0.7	32 9	94 0	00	61	35 5	169 1	£ 38,006 66	224 76
Total Time Cost	-		£ 275 50	£ 11,844 00	£ 20,085 50	£ 0.00	£ 916.67	£ 4,884.99	£ 38,006 66¹		
Average Rates			393 57	360 00	213 68	00 0	151 52	137 80	224 76		
				•		•					

Restructuring & Recovery SIP9 Summary Level 2

Mondeco Installations Limited 1033993 / 701 - CCVL002 - 002 - Post Appointment

For the period 24/02/2013 to 23/02/2014

Period	Hours Spent	Partners	Directors /	Managers	Assistant, A	Assistant, Administrators	Assistants &	Total	Total	Average,
			Associate Directors		Managers <sup>1</sup>		Support Staff	Hours	Time Costs	Rates
	Administration and Planning									
	Case Management	00	0 0	1.7	ó 0	0.2	3.4	53	£ 599 50	113 11
	Receipts and Payments	00	00	03	00	10 0	42,	4 5	€ 830 50	184 56
	Tax Matters	00	0 0	0 5	00	00	0 7	12	£ 219 50	182 92'
	Total	0 0	00	2 5	00	0 2	89	110	£ 1,649 50	149 95।
	Realisation of Assets						-			
	Assets - general/other	000	00	0 3	00	00	000	03,	E 66 00	220 00
	Debtors & sales finance	0.5	0 0	0.8	00	00	00	13	£ 373 50	287 31
	Total	0.5	0 0	<del>-</del>	Õ 0	00	0 0	16	£ 439 50	274 69
	Creditors					-				
	Other Creditor Meetings and Reports	00	00	5.1	00	000	ío o	51	£ 1,122 00	220 00
	Unsecured Creditors	0.2	13	15 5		0 1	00	171	£ 3,952 00	231 11:
	Total	0.5	13	20 6	00	0.1	00	22 2	£ 5,074 00	228 56
-	No Activity / No Comment						-			
	No Activity	0.0	000	00	00	0 0	0 1,	0 1	£ 18 00	180 00
-	Total	0 0	0 0	,00	00	0 0	0.	0 1	£ 18 00	. 180 00
	Total Hours	20	13.	24 2	00	63	8 4	34.9	£ 7,181.00	. 205 76
	Total Time Cost	£ 275 50	£ 468 00,	£ 5,336 00	£ 0 00	£ 48 00	£ 1,053 50.	£ 7,181 00		
Total Hours	,	0.7	13	24 2	00	03	& 4	34 9	£ 7,181.00	205 76
Total Time Cost		£ 275 50	£ 468 00	€ 5,336 00	00 0 3	£ 48 00	£ 1,053 50	£ 7,181 00		
Average Rates		393 57	360 00	220 50	000	160 00	125 42	205 76		