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The Insolvency Act 1986

Administrator's progress report

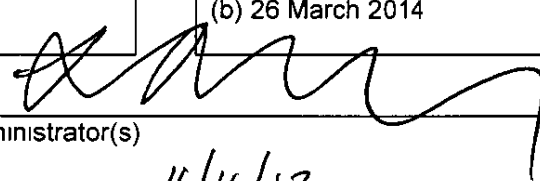
Name of Company Cashflow Acceleration Limited	Company number 04430683
In the Leeds District Registry (full name of court)	Court case number 1160 of 2013

(a) Insert full name(s) and address(es) of administrator(s)

I/We (a)
 Lisa Jane Hogg
 Wilson Field Limited
 The Manor House
 260 Ecclesall Road South
 Sheffield
 S11 9PS

Gemma Louise Roberts
 Wilson Field Limited
 The Manor House
 260 Ecclesall Road South
 Sheffield
 S11 9PS

administrator(s) of the above company attach a progress report for the period

From (b) 27 September 2013	To (b) 26 March 2014
Signed	
	Joint / Administrator(s)
Dated	4/4/13

Contact Details

You do not have to give any contact information in the box opposite but if you do, it will help Companies House to contact you if there is a query on the form

The contact information that you give will be visible to searchers of the public record

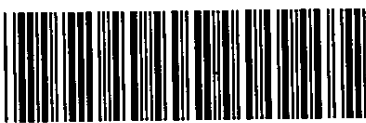
Lisa Jane Hogg
 Wilson Field Limited
 The Manor House
 260 Ecclesall Road South
 Sheffield
 S11 9PS

DX Number

01142356780
 DX Exchange

When you have completed and signed this form, please send it to the Registrar of Companies at -
Companies House, Crown Way, Cardiff CF14 3UZ DX 33050 Cardiff

THURSDAY



code

A04 10/04/2014 #383
 COMPANIES HOUSE

In the matter of Cashflow Acceleration Limited

And

In the matter of The Insolvency Act 1986 as amended by The Enterprise Act 2002

**Joint Administrators' report to creditors pursuant to Rule
2.47 of The Insolvency Rules 1986 as amended by The
Insolvency (Amendment) Rules 2010**

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1. Introduction

This report to creditors is made pursuant to Rule 2.47 of the Insolvency Rules 1986 as amended by the Insolvency (Amendment) Rules 2010 and covers the period 27 September 2013 to 26 March 2014

This report should be read in conjunction with Administrators' proposals which were circulated to all known creditors on 11 November 2013. The proposals were subsequently agreed by creditors, confirmation of which was circulated to all known creditors on 28 November 2013.

This report is prepared on an exception basis detailing only material changes from the last report.

2. Company and Joint Administrators' Details

Company name	Cashflow Acceleration Limited
Registered address	c/o Wilson Field Limited, the Manor House, 260 Ecclesall Road South, Sheffield, S11 9PS
Other trading names of the company	-
Company number	04430683
Name of Court	Leeds District Registry
Court Reference Number	1160 of 2013
Name of Joint Administrator	Lisa Hogg and Gemma Roberts of Wilson Field Limited, the Manor House, 260 Ecclesall Road South, Sheffield, S11 9PS
Date of Administrators Appointment	27 September 2013
Persons making appointment/application	Directors
Change in Office Holder	None
Acts of the Joint Administrators	The Joint Administrators act as officers of the Court and as agents of the Company without personal liability. Any act required or authorised under any enactment to be done by an Administrator may be done by any one or more persons holding the office of Administrator from time to time.
Term of office	There has been no extension to the initial period of appointment.

3. Progress during the Period

Attached at appendix A to this report is a receipts and payments account for the period 27 September 2013 to 26 March 2014.

Furniture & Equipment

As detailed in the Joint Administrators' proposals, this asset consisted of ancillary items of office furniture and equipment, for which an estimate value of £1,000 was provided by the Director. However, the assets in question were of minimal value and poor state of repair and thus the costs of removal and subsequent

sale at auction would have been far in excess of any potential realisable value. The assets were therefore abandoned in situ.

Commissions – Pre & Post Appointment

As previously detailed, the Company's major asset is its commissions due for introductions made by the Company. The Company enters into agreements with the finance providers and commissions are paid on an annually recurring basis. It was therefore likely that invoices would continue to be raised and/or fall due after the date of our appointment. The Statement of Affairs shows book debts of £386,680 with an estimated realisable value of £222,727, which is expected to be realised over a period of 24 months.

To date £82,884.34 plus VAT has been realised in this regard, against invoices raised totalling £122,270.44 inclusive of VAT. These funds continue to be paid directly into the Company's former bank account with Santander and as such there remains some delay between payment and receipt in the Administration estate. We are continuing to monitor these funds and will continue to update creditors as to our progress on this matter.

In order to monitor the raising, collection and recovery of invoices for commissions raised post-appointment, we have instructed FundInvoice LLP to assist. Glenn Blackman, a Partner in FundInvoice LLP, is a former Director of the Company and is well-placed to assist in contacting the various finance companies with queries on payment. A fee of 20% plus VAT has been agreed for their assistance.

In addition to the above, one pre-appointment commission of £4,336.72 plus VAT has been realised.

Cash at Bank & Suspense Account

Residual cash at bank of £1,745.54 has been realised from the Company's former banking facility at Santander. The account is continuing to receive numerous credits in respect of invoices raised after the date of my appointment, some of which cannot be allocated to specific invoices. As such, funds of £1,796.86 are currently being held in suspense until documentation has been provided to ascertain the reasoning behind the deposits. For the avoidance of doubt, it is anticipated that all of these funds will relate to post-appointment invoices.

Sundry Refund

A miscellaneous refund of £12 has been received from the Company's former solicitor's client account.

Customer Database

In connection with the above commissions, the Company also maintained a database of customer details and records of various marketing strategies and records of contacts. As there may have been some value in this record, I duly placed this schedule with our agents, Charterfields Limited, to assess any value and achieve a sale thereof if possible.

A sale was accordingly agreed for £1,750 plus VAT to FundInvoice LLP, full and final payment of which is anticipated to be received on 4 April 2014. Our duly instructed agents advised that this offer represented fair value for the database in question and accordingly a sale was completed shortly thereafter.

For the avoidance of doubt, I would confirm that Glenn Blackman and Sean Morrow of FundInvoice LLP were formerly Directors of the Company. The first payments against the invoice (of £700 each) were received by our agents on 9 January 2014 and 4 March 2014. The final payment is due to be received on 4 April 2014. I am unaware whether the purchaser sought independent advice regarding this transaction.

Directors Loan Account

The Joint Administrators proposals detailed further information on the former Director's loan account, which by the year ended 31 March 2012, had totalled £401,894. A preliminary offer of £60,000 in full and final settlement of this account was received from Julie Blackman in respect of this sum.

As part of the agreement with FundInvoice LLP for assistance on collection of ongoing commissions (whereby their fee will be 20% plus VAT of commissions post appointment), from March 2014 onwards half of the monies due to FundInvoice under this arrangement will be paid towards the loan account.

We are however continuing to reconcile the balance on the accounts to the correct figure as at the date of our appointment. In order to assist on this point, we have instructed a firm of accountants, Allots, to assist in the reconstruction of the Company's accounts from 2008 onwards. This will serve two purposes:

1. Allow the Joint Administrators to confirm the exact sum due from Julie Blackman as at 27 September 2013,
2. Confirm the exact claim from HM Revenue & Customs in the Administration.

When both figures above have been provided, we will be in a stronger position to enter without prejudice negotiations regarding the loan account. As HM Revenue & Customs are the majority creditor, once this claim has been agreed we will be in a better position to ascertain the solvency of the Company and then also the possibility of achieving the first purpose of the Administration. By returning the Company to the control of the Director, the potential issue of the loan account will become superfluous. We shall nonetheless update creditors generally as to our progress on this point in subsequent reports.

4. Investigations

It is a statutory requirement that the Administrator submits a report on the Directors' conduct to The Insolvency Service, within six months of appointment. The appropriate report has been submitted, however I am unable to comment on the content of the report.

I confirm that I have investigated the affairs of the Company in accordance with Statement of Insolvency Practice 4.

As detailed above, the former Director maintained a loan account for several years which, by the time of our appointment as Joint Administrators, had increased to approximately £401,000. We are continuing with our negotiations on this matter.

5. Assets that remain to be realised

We are continuing to collect the ongoing commissions and confirming the correct loan account position.

6. Distributions

Preferential Creditors

A claim has not yet been received from the Redundancy Payments Office ("RPO"). The Joint Administrators estimate there to be preferential claims of approximately £4,000 in respect of arrears of wages and holiday pay.

Unsecured Creditors

Unsecured claims received to date total £467,574.73.

Claims have not yet been formally agreed. There are insufficient funds at present to enable a distribution to any class of creditor. I anticipate that I will be in a position to adjudicate all claims in the Administration.

once the accounts have been reconstructed and the potential tax claim finalised as detailed at section 3 above

7. Joint Administrators' Remuneration

Pre-Administration costs

On 26 November 2013, creditors approved the Joint Administrators pre-administration costs of £6,568

Post-Administration costs

In accordance with Rule 2 106 the creditors agreed to the Joint Administrators remuneration being based on time properly given by the Joint Administrators and their staff

Attached at Appendix B is a detailed summary of our time costs during the period 27 September 2013 to 26 March 2014 of £59,163 16 comprising of 178 42 hours at an average charge out rate of £331 59 To date, fees of £58,152 67 have been drawn Details of the charge out rates and disbursements are attached at Appendix C

My expenses for the period are as follows (* denotes that they are Category 2 disbursements) -

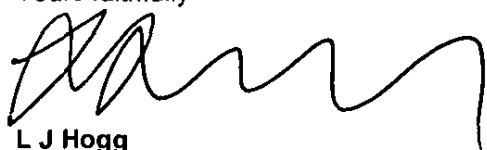
	Expenses Incurred £	Expenses Drawn £
Postage, stationery & photocopying*	140 00	140 00
Companies House search fees*	40 00	40 00
Document upload centre*	100 00	100 00
Storage & Collection of books and records *	1140 80	1140 80
Bond	24 00	12 00
Statutory Advertising	134 00	134 00
Total	1566.80	1566.80

Within 21 days of receipt of this progress report a creditor may request further information regarding the Joint Administrators remuneration and expenses Any request must be in writing and may be made by either a secured creditor, or an unsecured creditor with the concurrence of at least 5% in value of unsecured creditors, or the permission of the court

8. Conclusion

The Joint Administrators will report again within a period of 6 months

Yours faithfully



L J Hogg

Joint Administrator

Acting as agent of the company without personal liability

Enc

Lisa Jane Hogg and Gemma Louise Roberts of Wilson Field Ltd were appointed Joint Administrators to Cashflow Acceleration Limited on 27 September 2013 The affairs, business and property of the company are being managed by the Joint Administrators without personal liability

**Cashflow Acceleration Limited
(In Administration)
Joint Administrators' Trading Account**

Statement of Affairs	From 27/09/2013 To 26/03/2014	From 27/09/2013 To 26/03/2014
POST APPOINTMENT SALES		
Sales	82,844 34	82,844 34
	<u>82,844 34</u>	<u>82,844 34</u>
<hr/> TRADING SURPLUS/(DEFICIT)	<hr/> 82,844.34 <hr/>	<hr/> 82,844.34 <hr/>

Cashflow Acceleration Limited
(In Administration)
Joint Administrators' Abstract of Receipts & Payments

Statement of Affairs		From 27/09/2013 To 26/03/2014	From 27/09/2013 To 26/03/2014
	ASSET REALISATIONS		
1,000 00	Furniture & Equipment	NIL	NIL
	Book Debts - pre appointment	5,404 79	5,404 79
	Cash at Bank	1,745 74	1,745 74
	Interest	2 05	2 05
	Bank Interest Net of Tax	13 31	13 31
	Trading Surplus/(Deficit)	82,844 34	82,844 34
	Suspense Account	1,796 86	1,796 86
222,727 00	Commissions	NIL	NIL
60,000 00	Ex Directors Loan	NIL	NIL
	Sundry Refund	12 00	12 00
		<u>91,819 09</u>	<u>91,819 09</u>
	COST OF REALISATIONS		
	Specific Bond	12 00	12 00
	Liquidators fees	NIL	NIL
	Pre administration fee	6,568 00	6,568 00
	Administrators fees	58,152 67	58,152 67
	Agents/Valuers Fees (1)	14,094 29	14,094 29
	Legal Fees (1)	5,100 00	5,100 00
	Document Upload Fees	100 00	100 00
	Postage, stationery, photocopying	140 00	140 00
	Search Fees	40 00	40 00
	Storage and collection of records	1,140 80	1,140 80
	Statutory Advertising	134 00	134 00
	Bank Charges	203 94	203 94
		<u>(85,685 70)</u>	<u>(85,685 70)</u>
	PREFERENTIAL CREDITORS		
(3,474 41)	DE Arrears & Holiday Pay	NIL	NIL
(727 14)	Employee Arrears/Hol Pay	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
	UNSECURED CREDITORS		
(7,800 00)	Trade & Expense Creditors	NIL	NIL
(5,918 49)	Employees	NIL	NIL
(22,755 90)	Dept of Employment	NIL	NIL
(1,364 79)	Santander	NIL	NIL
(158,666 94)	HM Revenue and Customs - VAT	NIL	NIL
(1,250 00)	Associate Loans	NIL	NIL
(33,000 00)		<u>NIL</u>	<u>NIL</u>
	DISTRIBUTIONS		
(200 00)	Ordinary Shareholders	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
48,569 33		<u>6,133 39</u>	<u>6,133.39</u>
	REPRESENTED BY		
	Vat Receivable		3,941 12
	Bank 1 Current		5,000 60

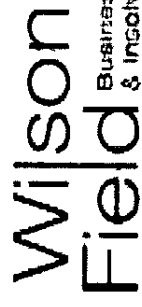
Vat Payable	(4,284 34)
Vat Control Account	1,476 01
	<hr/>
	6,133.39
	<hr/>

SIP9 Detailed

CASH01A Cashflow Acceleration Limited

Administration

27/09/2013 to 26/03/2014



SIP9 SubCategory	IP's	Managers	Administrators	Support	Cashiers	Total Hours	Time Cost £	Avg Rate
Administration and planning								
Appointment	2.50	0.00	0.83	0.00	0.00	3.33	1,466.67	440.44
Cashiering	0.20	2.85	0.10	1.90	7.57	12.62	2,344.00	185.74
Case Reviews	0.30	0.00	0.00	0.00	0.00	0.30	135.00	450.00
Directors/Client	2.00	0.00	0.17	4.00	0.00	6.17	2,183.33	353.86
General Administration	1.30	0.00	19.34	5.89	0.00	26.53	6,150.00	231.81
Statutory and Compliance	8.80	0.00	4.70	0.00	0.00	13.50	5,728.33	424.32
Strategic Overview	0.80	1.30	0.00	0.00	0.00	2.10	750.00	357.14
Site Visit	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Unspecified	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	15.90	4.15	25.14	11.79	7.57	64.55	18,757.33	290.59
Creditors								
Creditors Claims	0.00	0.00	1.50	0.00	0.00	1.50	355.00	236.67
Communications with Creditors	0.60	0.00	4.47	0.00	0.00	5.07	1,440.33	284.09
Employees	0.00	0.00	1.50	0.00	0.00	1.50	390.00	260.00
Shareholders	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Tax and VAT	3.90	0.00	5.16	0.00	0.00	9.06	3,293.34	363.50
	4.50	0.00	12.63	0.00	0.00	17.13	5,478.67	319.83
Investigations								
Antecedent Transactions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CDDA Report	0.00	0.00	2.00	0.00	0.00	2.00	380.00	190.00
Investigation and Review	5.50	0.00	11.67	10.90	0.00	28.07	6,171.83	219.87
	5.50	0.00	13.67	10.90	0.00	30.07	6,551.83	217.89
Realisation of assets								
Debt Collection	6.40	0.00	12.64	0.00	1.00	20.04	6,508.66	324.78

SIP9 SubCategory	IP's	Managers	Administrators	Support	Cashiers	Total Hours	Time Cost £	AvgRate
Identifying, Securing and Insuring	13 70	0 00	0 00	0 00	0 00	13 70	6,815 00	497 45
Property, Business and Asset Sales	27 80	1 80	3 33	0 00	0 00	32 93	15,051 67	457 08
ROT	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00
	47 90	1 80	15 97	0 00	1 00	66 67	28,375 33	425 61
Trading								
Accounting for Trading	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00
Ongoing Employee Issues	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00
Management of Operations	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00
	0 00	0 00	0 00	0 00	0 00	0 00	0 00	NaN
Total Hours	73 80	5 95	67 41	22 69	8 57	178 42		
Total Fees £	35,710 00	2,145 00	16,535 32	3,433 84	1,339 00		59,163 16	

Cashflow Acceleration Limited – In Administration

Appendix C

Wilson Field Limited Charge out Rates and Disbursement Policy

WILSON FIELD LIMITED CHARGE OUT RATES AND DISBURSEMENT POLICY

In accordance with the statement of insolvency practice covering fees and disbursements, we are required to disclose to you our policy for recovering non-specific disbursements, and the charge out rates for the various grades of staff who may be involved in this case

Hourly Charge Out Rates

Directors/Insolvency Practitioner	£350 – 500
Managers & Senior Managers	£260 – 400
Administrators and Senior Administrators	£120 – 240
Secretarial & Support	£100 – 130

The office holder(s) will seek approval from creditors to draw remuneration on a time cost basis, in accordance with the rates detailed above, at the meeting of creditors

In common with all professional firms, our charge out rates increase from time to time. We reserve the right to change the rates without prior notice to you. Any change will be reported in the next statutory report to creditors.

Rechargeable Disbursements

Category 2 disbursements – as defined in SIP 9 – requiring prior approval of creditors

Postage, stationery, photocopying etc	£10 per member and creditor per year (or part year)
Room Hire where meeting held at Wilson Field office	£100 (£150 for London)
Storage of books and records	£6 per box per month
Mileage	45p per mile
Collection of books and records	£30 per hour
Companies House search fees	£10 per search document
Land Registry On-Line search fees	£10 per document
Document Upload Centre charge	£150
Registering of restrictions on property	£150* per restriction *
Removal of a restriction on a property	£50* per restriction
Property Transfer Fees	£250* per transfer
Issuing winding up petitions	£1,000*
Issuing bankruptcy petitions	£1,000*
Insolvency software fee	£150 per year (or part year)

*These category 2 disbursements are in relation to profit cost only. Any category 1 disbursement in respect of these such as Court Fees, Deposit fees, Land Registry fees will also be recovered at the prevailing rates.

The office holder(s) will seek approval from creditors to draw these disbursements at the creditors meeting.

These rates are applicable on all insolvency appointments from 1 February 2014 until further notice.