

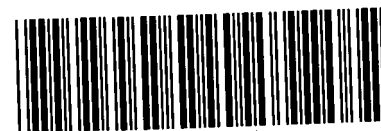
LIQ03

Notice of progress report in voluntary winding up



Companies House

THURSDAY



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11/03/2021

#287

COMPANIES HOUSE

1	Company details		→ Filling in this form Please complete in typescript or in bold black capitals.
Company number	0 4 5 1 8 9 5 6		
Company name in full	A L Challis Limited		
2	Liquidator's name		
Full forename(s)	Julie		
Surname	Palmer		
3	Liquidator's address		
Building name/number	Units 1-3 Hilltop Business Park		
Street	Devizes Road		
Post town	Salisbury		
County/Region	Wiltshire		
Postcode	S P 3 4 U F		
Country			
4	Liquidator's name ①		
Full forename(s)	Stephen		① Other liquidator Use this section to tell us about another liquidator.
Surname	Powell		
5	Liquidator's address ②		
Building name/number	Threefield House		② Other liquidator Use this section to tell us about another liquidator.
Street	Threefield Lane		
Post town	Southampton		
County/Region			
Postcode	S O 1 4 3 L P		
Country			

LIQ03

Notice of progress report in voluntary winding up

6 Period of progress report

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

7 Progress report

☒ The progress report is attached

8 Sign and date

Liquidator's signature

Signature

X 

X

Signature date

^d 0	^d 5	^m 0	^m 3	^y 2	^y 0	^y 2	^y 1
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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 **Holly Davies**

Company name **Begbies Traynor (Central) LLP**

Address **Units 1-3 Hilltop Business Park
Devizes Road**

Post town **Salisbury**

County/Region **Wiltshire**

Postcode **S P 3 4 U F**

Country

DX **salisbury@btguk.com**

Telephone **01722 435190**

**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

A L Challis Limited
(In Creditors' Voluntary Liquidation)

Progress report

Period: 10 January 2020 to 09 January 2021

Important Notice

This progress report has been produced solely to comply with our statutory duty to report to creditors and members of the Company on the progress of the liquidation. The report is private and confidential and may not be relied upon, referred to, reproduced or quoted from, in whole or in part, by creditors and members for any purpose other than this report to them, or by any other person for any purpose whatsoever.

Contents

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 - Remuneration and disbursements
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 2. Liquidators' time costs and disbursements
 3. Statement of Liquidators' expenses

1. INTERPRETATION

<u>Expression</u>	<u>Meaning</u>
"the Company"	A L Challis Limited (In Creditors' Voluntary Liquidation)
"the liquidation"	The appointment of liquidators on 10 January 2018.
"the liquidators", "we", "our" and "us"	Julie Anne Palmer of Begbies Traynor (Central) LLP, Units 1-3 Hilltop Business Park, Devizes Road, Salisbury, Wiltshire, SP3 4UF and Stephen Mark Powell of Begbies Traynor (Central) LLP, Threefield House, Threefield Lane, Southampton, SO14 3LP
"the Act"	The Insolvency Act 1986 (as amended)
"the Rules"	The Insolvency (England and Wales) Rules 2016
"secured creditor" and "unsecured creditor"	Secured creditor, in relation to a company, means a creditor of the company who holds in respect of his debt a security over property of the company, and "unsecured creditor" is to be read accordingly (Section 248(1)(a) of the Act)
"security"	(i) In relation to England and Wales, any mortgage, charge, lien or other security (Section 248(1)(b)(i) of the Act); and (ii) In relation to Scotland, any security (whether heritable or moveable), any floating charge and any right of lien or preference and any right of retention (other than a right of compensation or set off) (Section 248(1)(b)(ii) of the Act)
"preferential creditor"	Any creditor of the Company whose claim is preferential within Sections 386, 387 and Schedule 6 to the Act

2. COMPANY INFORMATION

Trading name:	A L Challis
Company registered number:	04518956
Company registered office:	Units 1-3 Hilltop Business Park, Devizes Road, Salisbury, Wiltshire, SP3 4UF
Former trading address:	Europower House, Lower Road, Cockham, Maidenhead, SL6 9DA

3. DETAILS OF APPOINTMENT OF LIQUIDATORS

Date winding up commenced:	10 January 2018
Date of liquidators' appointment:	10 January 2018
Changes in liquidator:	Stephen Powell replaced Sally Richards as Joint Liquidator by way of Court Order dated 26 November 2018.

4. PROGRESS DURING THE PERIOD

Receipts and Payments

Attached at Appendix 1 is our abstract of receipts and payments for the period from 10 January 2020 to 09 January 2021.

Receipts

Bank interest of £12.84 has accrued over the reporting period.

Payments

The sum of £4,000.00 has been paid to Blake Morgan in relation to their time costs for assisting with our investigations into the Company's affairs together with their disbursements of £750.00.

What work has been done in the period of this report, why was that work necessary and what has been the financial benefit (if any) to creditors?

Details of the types of work that generally fall into the headings mentioned below are available on our firm's website - <http://www.begbies-traynorgroup.com/work-details>. Under the following headings we have explained the specific work that has been undertaken on this case. Not every piece of work has been described, but we have sought to give a proportionate overview which provides sufficient detail to allow creditors to understand what has been done, why it was necessary and what financial benefit (if any) the work has provided to creditors.

The costs incurred in relation to each heading are set out in the Time Costs Analysis which is attached at Appendix 2. There is an analysis for the period of the report and also an analysis of time spent on the case since the date of our appointment. The details below relate to the work undertaken in the period of the report only. Our previous reports contain details of the work undertaken since our appointment.

General case administration and planning

Time recorded under this category included:

- Maintaining the case strategy plan
- Filing.
- Dealing with general calls.
- Dealing with routine correspondence and emails.
- Maintaining case files and electronic records.
- Requesting information from various parties with regard to the Company and its affairs.
- Maintaining the liquidators' bank account.
- Undertaking conference calls and internal communications with regard to agreement of strategy and ongoing actions.
- Completing case reviews.
- Correspondence with our solicitors in relation to our investigations.
- Maintaining creditor portal and uploading statutory documents.

- Reviewing documents in relation to the Company's affairs.

The majority of the above work derived no financial benefit for creditors however the Insolvency profession is a highly regulated industry and we are required to maintain records to demonstrate how the case was administered and to document the reasons for any decisions that materially affect the case.

Compliance with the Insolvency Act, Rules and best practice

Time recorded under this category included:

- Completing bond reviews.
- Completing receipt and payment vouchers, journals and other necessary documents for transactions going through the estate account.
- Performing monthly reconciliations for the case account opened by the liquidators.
- Completion of statutory reports to be filed with Companies House and made available to creditors.
- Undertaking internal case review meetings to ensure case progression and strategy is being completed as necessary.

The majority of the above work derived no financial benefit for creditors however the requirements to undertake this work are stipulated within The Insolvency Act and Rules together with additional requirements provided by our regulatory bodies.

Investigations

Time recorded under this category included:

- Requesting records from various parties such as accountants and solicitors in relation to certain transactions entered into by the Company.
- Reviewing property transactions and transactions recorded through the directors' loan accounts.
- Requesting meetings with the Company's professional advisors.
- Holding a meeting with the Company's accountants to understand certain transactions.

We have a statutory duty to investigate the Company's affairs and report to the Insolvency Service on the directors' conduct.

Dealing with all creditors' claims (including employees), correspondence and distributions

Time recorded under this category included:

- Dealing with ad hoc creditor correspondence, emails and telephone calls.
- Maintaining creditor records.

Best practice means that we should respond to creditor queries in a timely manner.

Other matters which includes seeking decisions from creditors (via Deemed Consent Procedure and/or Decision Procedures, tax, litigation, pensions and travel)

Time recorded under this category included:

- Submitting the relevant VAT and CT returns as required by HMRC.

This work is required to enable us to close the case in due course.

5. ESTIMATED OUTCOME FOR CREDITORS

Details of the sums owed to each class of the Company's creditors were provided in the directors' statement of affairs. On the basis of realisations to date and estimated future realisations we estimate an outcome for each class of the Company's creditors as follows:

- There are no known secured or preferential claims.
- There will only be a distribution to unsecured creditors if our investigations result in additional asset realisations following the completion of our investigations into the Company's affairs.

6. REMUNERATION & DISBURSEMENTS

Remuneration

The Joint Liquidators remuneration has been fixed as a percentage of the value of assets which are realised, this being 100% of realisations and 100% of distributions for the first £10,000. Thereafter this would decrease to 25% of realisations and 10% of distributions.

In addition to the above, we are authorised to draw disbursements for services provided by our firm and/or entities within the Begbies Traynor group, in accordance with our firm's policy, which is attached at Appendix 2 of this report.

We are now seeking that the basis of the Joint Liquidators remuneration be changed from a percentage of relations and distributions to a time costs basis. We are seeking a change in the basis of our remuneration as there has been a material and substantial change in circumstances as a result of the continuing investigations into the Company's affairs and the complexity of the tax avoidance scheme.

We are seeking approval that our remuneration be fixed by reference to the time properly given by us (as liquidators) and the various grades of our staff calculated at the prevailing hourly charge out rates of Begbies Traynor (Central) LLP for attending to matters arising in the winding up as set out in the fees estimate which appears at Appendix 2. Note that the change in the basis of our remuneration will only take effect from the date it is approved by creditors. The change in the basis of remuneration does not apply retrospectively.

To enable creditors to make a full assessment of the change in fee basis, I confirm that total time spent to date on this assignment amounts to 247.7 hours at an average composite rate of £297.77 per hour resulting in total time costs to date of £73,758.50. A more detailed breakdown of the time spent so far is included at Appendix 2. Please note that this time is included in the fees estimate which appears at Appendix 2.

To assist creditors in determining whether to approve this basis of remuneration the following further information is set out at Appendix 2:

- Begbies Traynor (Central) LLP's charging policy which includes details of our charge-out rates
- Time Costs Analysis for the period from 10 January 2018 to 09 January 2021
- Time Costs Analysis for the period from 10 January 2020 to 09 January 2021

Disbursements

During the period of this report, we have paid disbursements in the sum of £4,750.00 which relate to Blake Morgan's time costs and disbursements for assisting with the investigations into the Company's affairs.

Why have subcontractors been used?

No subcontractors have been used during the period.

Category 2 Disbursements

No category 2 disbursements have been incurred during the period.

A copy of 'A Creditors' Guide to Liquidators Fees (E&W) 2017' which provides guidance on creditors' rights on how to approve and monitor a Liquidator's remuneration and on how the remuneration is set can be obtained online at www.begbies-traynor.com/creditorsguides. Alternatively, if you require a hard copy of the Guide, please contact our office and we will arrange to send you a copy.

7. LIQUIDATORS' EXPENSES

A statement of the expenses incurred during the period of this progress report is attached at Appendix 3. A cumulative statement showing the total expenses incurred since the date of our appointment also appears at Appendix 3.

Expenses actually incurred compared to those that were anticipated

Creditors will recall that we estimated that the expenses of the liquidation would total £225.00. Unfortunately, the expenses that we have incurred so far have exceeded that estimate and there will be further expenses to pay before the case concludes. The reasons why the estimate has been exceeded are as follows:

- There were greater asset realisations than originally expected which resulted in higher bonding costs.
- Storage costs were higher than originally anticipated due to the quantum of records received.
- Due to the complexity of our investigations we instructed solicitors to assist/advise on any potential claims. This expense was not included in our original estimate.

8. ASSETS THAT REMAIN TO BE REALISED AND WORK THAT REMAINS TO BE DONE

As detailed in our previous reports, we have instructed Blake Morgan to assist with our investigations into the Company's affairs. There are three main areas of our investigations:

- Tax avoidance scheme entered into by the Company.
- Director loan accounts and connected party payments.
- Dividend payments.

All our future work relates to the above matters to determine whether we are able to realise additional funds in the liquidation.

What work remains to be done, why is this necessary and what financial benefit (if any) will it provide to creditors?

General case administration and planning

Time recorded under this category will include:

- Filing.
- Dealing with general calls.
- Dealing with routine correspondence and emails.
- Maintaining physical case files and electronic records.
- Updating case strategy and monitoring the same.
- Completing case reviews.
- Correspondence with our solicitors in relation to the ongoing strategy.
- Undertaking internal meetings to discuss progression of case and future strategy.

The majority of the above work will derive no financial benefit for creditors. However, the Insolvency Profession is a highly regulated industry and we are required to maintain records to demonstrate how the case was administered and to document the reasons for any decisions that materially affect the case.

Compliance with the Insolvency Act, Rules and best practice

Time recorded under this category will include:

- Conducting bond reviews.
- Maintaining the liquidators' bank account.
- Completing receipt and payment vouchers, journals and other necessary documents for transactions going through the estate account.
- Preparing all statutory reports and returns.
- Undertaking periodic reviews of the administration of the estate to ensure statutory compliance.

The majority of the above work will derive no financial benefit for creditors. However, the Insolvency Profession is a highly regulated industry and we are required to maintain records to demonstrate how the case was administered and to document the reasons for any decisions that materially affect the case. All of the work in the category is required under the Insolvency Act and Rules.

Investigations/Realisation of assets

Time recorded under this category will include:

- Continued investigations into the Company's affairs
- Continued correspondence with our solicitors in relation to our investigations.

- Liaising with HMRC in relation to the tax avoidance scheme.
- Commencing claims against any parties as required.
- Sending letters before action to any parties (if required).

The above work will only derive a financial benefit to creditors if it results in additional asset realisations to enable a distribution to unsecured creditors.

Dealing with all creditors' claims (including employees), correspondence and distributions

Time recorded under this category will include:

- Dealing with creditor correspondence, emails and telephone conversations.
- Maintaining up to date creditor information and amending claims.
- Adjudicating creditor claims (if required).

We are required to respond to creditors in a timely manner and provide information relating to the administration of the estate in accordance with the Act.

Other matters which includes seeking decisions from creditors (via Deemed Consent Procedure and/or Decision Procedures, tax, litigation, pensions and travel

Time recorded under this category will include:

- Dealing with ad hoc correspondence and queries relating to the administration of the case.
- Submission of CT and VAT returns to HMRC.

How much will this further work cost?

We anticipate that the work referred to above will cost in the region of £100,687.26 as detailed in Appendix 2. This is due to complexity of our investigations into the Company's affairs. Furthermore, if a claim is issued against any party then they are likely to instruct solicitors to dispute the claim.

Expenses

The only material expenses we expect to incur to complete the liquidation relate to legal costs for assisting with our investigations into the Company's affairs together with Counsel fees (if required). The quantum of legal fees heavily depends on a) whether there is a valid claim against any party b) the nature of claim and c) whether we are required to attend trial to resolve the matter (if required). I estimate legal fees and disbursements at £50k for the purposes of this report.

9. OTHER RELEVANT INFORMATION

Use of personal information

Please note that in the course of discharging our statutory duties as liquidators, we may need to access and use personal data, being information from which a living person can be identified. Where this is necessary, we are required to comply with data protection legislation. If you are an individual and you would like further information about your rights in relation to our use of your personal data, you can access the same at <https://www.begbies->

traynorgroup.com/privacy-notice. If you require a hard copy of the information, please do not hesitate to contact us.

10. CREDITORS' RIGHTS

Right to request further information

Pursuant to Rule 18.9 of the Rules, within 21 days of the receipt of this report a secured creditor, or an unsecured creditor with the concurrence of at least 5% in value of the unsecured creditors, including that creditor, (or an unsecured creditor with less than 5% in value of the unsecured creditors, but with the permission of the court) may request in writing that we provide further information about our remuneration or expenses which have been incurred during the period of this progress report.

Right to make an application to court

Pursuant to Rule 18.34 of the Rules, any secured creditor or any unsecured creditor with the concurrence of at least 10% in value of the unsecured creditors including that creditor, (or any unsecured creditors with less than 10% in value of the unsecured creditors, but with the permission of the court) may, within 8 weeks of receipt of this progress report, make an application to court on the grounds that the remuneration charged or the expenses incurred during the period of this progress report are excessive or, the basis fixed for our remuneration is inappropriate.

11. CONCLUSION

We will report again in approximately twelve months' time or at the conclusion of the liquidation, whichever is the sooner.



Julie Palmer
Joint Liquidator

Dated: 4 March 2021

ACCOUNT OF RECEIPTS AND PAYMENTS

Period: 10 January 2020 to 09 January 2021

Statement of Affairs £	From 10/01/2020 To 09/01/2021 £	From 10/01/2018 To 09/01/2021 £
ASSET REALISATIONS		
	12.84	73.46
96,977.25 Bank Interest Gross	NIL	28,683.76
49,809.00 Book Debts	NIL	74,172.48
NIL Cash at Bank	NIL	NIL
NIL Furniture, Fittings & Equipment	NIL	7.69
NIL Misc Refunds	NIL	NIL
NIL Motor Vehicles	NIL	1,323.95
NIL Rate Refund	NIL	NIL
NIL Stock	NIL	NIL
NIL Trademarks, Patents & Licenses	NIL	NIL
Vehicle Tax Refund	NIL	160.00
	12.84	104,421.34
COST OF REALISATIONS		
	NIL	330.98
Agents/Valuers Fees (1)	NIL	368.70
Liquidators' Expenses	NIL	32,326.41
Liquidators' Fees	750.00	850.00
Professional Disbursements	4,000.00	7,669.00
Professional Fees	NIL	4,500.00
Statement of Affairs Fee	NIL	96.03
Stationery & Postage	(4,750.00)	(46,141.12)
UNSECURED CREDITORS		
(1.00) Banks/Institutions	NIL	NIL
(1,106.40) Directors	NIL	NIL
(2,637,404.56) HMRC (APN)	NIL	NIL
(1,301.00) HMRC (non VAT)	NIL	NIL
(34,071.01) Trade Creditors	NIL	NIL
DISTRIBUTIONS		
(3.00) Ordinary Shareholders 300 @ 0.01p	NIL	NIL
	NIL	NIL
(2,527,100.72)	(4,737.16)	58,280.22
REPRESENTED BY		
Bank 1 Current		57,264.02
Vat Payable		66.20
Vat Receivable		950.00
		58,280.22

TIME COSTS AND DISBURSEMENTS

- a. Begbies Traynor (Central) LLP's charging policy.
- b. Time Costs Analysis for the period from 10 January 2020 to 09 January 2021.
- c. Cumulative Time Costs Analysis for the period from 10 January 2018 to 09 January 2021.
- d. Fees estimate.

BEGBIES TRAYNOR CHARGING POLICY

INTRODUCTION

This note applies where a licensed insolvency practitioner in the firm is acting as an office holder of an insolvent estate and seeks creditor approval to draw remuneration on the basis of the time properly spent in dealing with the case. It also applies where further information is to be provided to creditors regarding the office holder's fees following the passing of a resolution for the office holder to be remunerated on a time cost basis. Best practice guidance¹ requires that such information should be disclosed to those who are responsible for approving remuneration.

In addition, this note applies where creditor approval is sought to make a separate charge by way of expenses or disbursements to recover the cost of facilities provided by the firm. It also applies where payments are to be made to parties other than the firm, but in relation to which the office holder, the firm or any associate has an interest. Best practice guidance² indicates that such charges should be disclosed to those who are responsible for approving the office holder's remuneration, together with an explanation of how those charges are calculated.

OFFICE HOLDER'S FEES IN RESPECT OF THE ADMINISTRATION OF INSOLVENT ESTATES

The office holder has overall responsibility for the administration of the estate. He/she will delegate tasks to members of staff. Such delegation assists the office holder as it allows him/her to deal with the more complex aspects of the case and ensures that work is being carried out at the appropriate level. There are various levels of staff that are employed by the office holder and these appear below.

The firm operates a time recording system which allows staff working on the case along with the office holder to allocate their time to the case. The time is recorded at the individual's hourly rate in force at that time which is detailed below.

EXPENSES INCURRED BY OFFICE HOLDERS IN RESPECT OF THE ADMINISTRATION OF INSOLVENT ESTATES

Best practice guidance classifies expenses into two broad categories:

- ❑ *Category 1 disbursements (approval not required)* - specific expenditure that is directly related to the case and referable to an independent external supplier's invoice. All such items are charged to the case as they are incurred.
- ❑ *Category 2 disbursements (approval required)* - items of expenditure that are directly related to the case which include an element of shared or allocated cost and are based on a reasonable method of calculation, but which are not payable to an independent third party.

(A) The following items of expenditure are charged to the case (subject to approval):

- Car mileage is charged at the rate of 45 pence per mile;
- Storage of books and records (when not chargeable as a *Category 1 disbursement*) is charged on the basis that the number of standard archive boxes held in storage for a particular case bears to the total of all archive boxes for all cases in respect of the period for which the storage charge relates;

Expenses which should be treated as Category 2 disbursements (approval required) – in addition to the two categories referred to above, best practice guidance indicates that where

¹ Statement of Insolvency Practice 9 (SIP 9) – Remuneration of insolvency office holders in England & Wales

² Ibid 1

payments are to be made to outside parties in which the office holder or his firm or any associate has an interest, these should be treated as Category 2 disbursements.

Services provided by other entities within the Begbies Traynor group

The following items of expenditure which relate to services provided by an entity within the Begbies Traynor group, of which the office holder's firm is a member, are also to be charged to the case (subject to approval):

Eddisons Commercial Ltd may be instructed to provide valuation services and to dispose of the Company's assets. They charge £750 plus disbursements plus VAT for completing the valuation report. They also charge 10% of realisations plus disbursements plus VAT for disposing the Company's assets.

it may become necessary to instruct Eddisons Commercial Limited to provide services during the course of the case. In such circumstances and to avoid the costs associated with seeking further approval, the charges for such services will be calculated on a time costs basis at the prevailing hourly rates for their various grades of staff which are currently as follows:

Grade of staff	Charge-out rate (£ per hour)
Director	£275
Associate	£180
Surveyor	£120
Graduate	£100
Administration	£80
Porters	£35

Instruction of Eddisons Insurance Services Limited ("EIS") to provide insurance broking services and specifically open cover insurance for the insurable risks relating to the case. The cost of open cover insurance will vary during the course of the case depending upon the value of the assets and liability risks. The costs of insurance cover for subsequent quarter periods will be dependent upon prevailing insurance market conditions and the ongoing insurable risks on the case.

In accordance with standard insurance industry practice, EIS will receive payment of commission for the services it provides from the insurer. The commission is calculated as a percentage of the insurance premiums payable and such percentage will depend upon the class or classes of assets being insured.

EIS will invoice the insolvent estate for the premium(s) due on the insurer's behalf and receive payment from the estate. EIS will in turn, account to the insurer for the premium(s) payable after deducting any commission payable by the insurer.

- (B) The following items of expenditure will normally be treated as general office overheads and will not be charged to the case although a charge may be made where the precise cost to the case can be determined because the item satisfies the test of a *Category 1 disbursement*:

- Telephone and facsimile
- Printing and photocopying
- Stationery

Additional payments received by Eddisons Commercial Limited from purchasers where assets are disposed of by way of auction

In addition to the charges of Eddisons Commercial Limited detailed above for providing the services to the office holder, where any machinery and business assets (other than freehold/leasehold property) are disposed of by way of auction, Eddisons Commercial Limited will also receive a payment from the purchaser, known as a buyer's premium, equivalent to 15% of the successful bid. Where any freehold/leasehold property is disposed of by way of auction, Eddisons Commercial Limited will also receive a payment from the purchaser, known as a buyer's administration fee, in the sum of £600. It is standard auction industry practice for a buyer's premium and buyer's administration fee to be charged. The buyer's premium and buyer's administration fee is paid by the purchaser of the assets and is not paid by the office holder from the assets of the estate.

BEGBIES TRAYNOR CHARGE-OUT RATES

Begbies Traynor is a national firm. The rates charged by the various grades of staff that may work on a case are set nationally, but vary to suit local market conditions. The rates applying to the regional offices, excluding London, from 1 December 2019 were as follows:

Grade of staff	Charge-out rate (£ per hour) 1 December 2018 – until further notice
Partner	495
Director	445
Senior Manager	395
Manager	345
Assistant Manager	250
Senior Administrator	225
Administrator	175
Junior Administrator	140
Support	140

Time spent by support staff such as secretarial, administrative and cashiering staff is charged directly to cases. It is not carried as an overhead.

Time is recorded in 6 minute units.

SIP9 A L Challis Limited - Creditors Voluntary Liquidation - 25AL622.CVL : Time Costs Analysis From 10/01/2020 To 09/01/2021

Staff Grade		Consultant/Partner	Director	Snr Mng	Mng	Asst Mng	Snr Admin	Admin	Jr Admin	Support	Total Hours	Time Cost £	Average hourly rate £
General Case Administration and Planning	Case planning	2.3						1.7			4.0	1,436.00	359.00
	Administration							8.4			8.4	1,470.00	175.00
	Total for General Case Administration and Planning:	2.3						10.1			12.4	2,906.00	234.35
Compliance with the Insolvency Act, Rules and best practice	Appointment												0.00
	Banking and Bonding							0.3		2.4	2.7	388.50	143.89
	Case Closure												0.00
	Statutory reporting and statement of affairs							2.8			2.8	490.00	175.00
	Total for Compliance with the Insolvency Act, Rules and best practice:							3.1		2.4	5.5	878.50	159.73
Investigations	CDDA and Investigations	1.2	4.0					0.2			5.4	2,409.00	446.11
	Total for Investigations:	1.2	4.0					0.2			5.4	2,409.00	446.11
Realisation of assets	Debt collection												0.00
	Property, business and asset sales												0.00
	Retention of Title/Third party assets												0.00
	Total for Realisation of assets:												0.00
Trading	Trading												0.00
	Total for Trading:												0.00
Dealing with all creditors claims (including employees), correspondence and distributions	Secured												0.00
	Others		0.3					0.4			0.7	203.50	290.71
	Creditors committee												0.00
	Total for Dealing with all creditors claims (including employees), correspondence and distributions:		0.3					0.4			0.7	203.50	290.71
Other matters which includes seeking decisions of creditors, meetings, tax, litigation, pensions and travel	Seeking decisions of creditors												0.00
	Meetings												0.00
	Other												0.00
	Tax							0.3			0.3	52.50	175.00
	Litigation												0.00
	Total for Other matters:							0.3			0.3	52.50	175.00
	Total hours by staff grade:	3.5	4.3					14.1		2.4	24.3		
	Total time cost by staff grade:	1,732.50	1,813.50					2,487.50		336.00		6,449.50	
	Average hourly rate £:	495.00	445.00	0.00	0.00	0.00	0.00	175.00	0.00	140.00			265.41
	Total fees drawn to date £:											0.00	

SIP9 AL Challis Limited - Creditors Voluntary Liquidation - 25AL622(CVL) : Time Costs Analysis From 10/01/2018 To 09/01/2021

Staff Grade		Consultant/Partner	Director	Sen Mgr	Mgr	Asst Mgr	Sen Admin	Admin	Jr Admin	Support	Total Hours	Time Cost £	Average hourly rate £
General Case Administration and Planning	Case planning	24.6		4.1		0.7	3.7	1.8			34.9	13,519.50	387.38
	Administration		2.5	4.2		0.1	8.4	13.5	25.0	1.9	55.6	8,266.50	166.66
	Total for General Case Administration and Planning:	24.6	2.5	8.3		0.8	12.1	15.3	25.0	1.9	90.5	22,786.00	251.78
Compliance with the Insolvency Act, Rules and best practice	Appointment			1.1							1.1	341.00	310.00
	Banking and Bonding			1.1	0.9			1.2	0.4	13.5	17.1	2,502.50	146.35
	Case Closure												0.00
	Statutory reporting and statement of affairs		2.1				3.8	2.8			8.7	2,199.50	252.82
	Total for Compliance with the Insolvency Act, Rules and best practice:		2.1	2.2	0.9		3.8	4.0	0.4	13.5	28.9	5,043.00	187.47
Investigations	CDDA and Investigations	62.5	13.0	9.5		1.9	3.1	0.7	0.8	4.4	95.9	37,104.50	386.91
	Total for Investigations:	62.5	13.0	9.5		1.9	3.1	0.7	0.8	4.4	95.9	37,104.50	386.91
Realisation of assets	Debt collection			6.4			0.2	2.3	5.6		14.5	3,037.50	209.48
	Property, business and asset sales			5.6							5.6	1,770.00	316.07
	Retention of Title/Third party assets												0.00
	Total for Realisation of assets:			12.0			0.2	2.3	5.6		20.1	4,807.50	239.18
Trading	Trading												0.00
	Total for Trading:												0.00
Dealing with all creditors claims (including employees), correspondence and distributions	Secured												0.00
	Others		0.8	4.7			1.6	0.4	0.2		7.7	2,215.00	287.66
	Creditors committee												0.00
	Total for Dealing with all creditors claims (including employees), correspondence and distributions:		0.8	4.7			1.6	0.4	0.2		7.7	2,215.00	287.66
Other matters which includes seeking decisions of creditors, meetings, tax, litigation, pensions and travel	Seeking decisions of creditors												0.00
	Meetings												0.00
	Other			0.4			0.4		0.8		1.7	293.00	172.35
	Tax		0.5	0.7			1.3	0.3	0.1		2.9	804.50	277.41
	Litigation		1.0	1.0							2.0	705.00	352.50
	Total for Other matters:		1.5	2.1			1.7	0.3	1.0		6.6	1,802.50	273.11
	Total hours by staff grade:	87.1	19.9	36.8	0.9	2.7	22.5	23.0	33.0	19.8	247.7		
	Total time cost by staff grade:	37,434.50	8,575.50	12,427.50	218.50	675.00	4,352.50	4,013.00	3,699.00	2,343.00		73,756.50	
	Average hourly rate £:	429.79	430.93	339.30	265.00	250.00	193.44	174.48	112.09	118.33			297.77
	Total fees drawn to date £:											0.00	

THE LIQUIDATORS' FEES

Further to the information set out in the report, please see below the Liquidators fees estimate. Please note that blended hourly rates have been used which take account of the various levels of staff that are likely to undertake each area of work. These can be seen in the average hourly rate column. Details of the hourly rates that will be charged for each level of staff working on the case form part of this appendix.

Details of the work that the liquidators and their staff propose to undertake	Hours	Time cost £	Average hourly rate £
General case administration and planning	113.7	28,627.37	251.78
Compliance with the Insolvency Act, Rules and best practice	36.9	6,917.64	187.47
Investigations	130.3	50,414.37	386.91
Realisation of assets	28.1	6,720.96	239.18
Trading	-	-	-
Dealing with all creditors' claims (including employees), correspondence and distributions	19.1	5,494.31	287.66
Other matters which includes seeking decisions from creditors (via Deemed Consent Procedure or via Decision Procedures), tax, litigation, pensions and travel	9.2	2,512.61	273.11
Total hours	337.3		
Total time costs		100,687.26	
Overall average hourly rate £			298.51

A more detailed explanation of the work that falls into the categories mentioned in the table above can be obtained from our website at <http://www.begbies-traynorgroup.com/work-details>.

STATEMENT OF EXPENSES

Type of expense	Name of party with whom expense incurred	Amount incurred £	Amount discharged £	Balance (to be discharged) £
Expenses incurred with entities not within the Begbies Traynor Group				
Storage	Restore	8.46	Nil	8.46
Professional Fees	Blake Morgan	9,500.00	4,000.00	5,400.00
Professional Disbursements	Blake Morgan	750.00	750.00	Nil
Expenses incurred with entities within the Begbies Traynor Group (for further details see Begbies Traynor Charging Policy)				
-	-	-	-	-

CUMULATIVE STATEMENT OF EXPENSES

Type of expense	Name of party with whom expense incurred	Amount incurred £
Agent's fees	Eddisons Commercial LLP	330.98
Professional fees	Blake Morgan Solicitors	14,351.50
Professional disbursements	Blake Morgan Solicitors	750.00
Statutory advertising	Courts Advertising	153.90
Storage	Archive Solutions	22.18
Bond	Marsh	262.50
Stationery & Postage	TNT UK	96.03
TOTAL		15,967.09