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

04586582

Name of Company

J & C Jones (Building Contractors) Limited

1/ We

Nicholas Andrew Hancock, St James Building, 79 Oxford Street, Manchester, M1 6HT

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

The Progress Report covers the period from 05/09/2014 to 04/09/2015

Signed Watch M. Land

Date フー10-15

UHY Hacker Young turnaround and recovery St James Building 79 Oxford Street Manchester M1 6HT

Ref PJ34/NAH/DMR/KP/DBR

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32 08/10/2015 COMPANIES HOUSE #275

J & C Jones (Building Contractors) Limited (In Liquidation) Liquidator's Abstract of Receipts & Payments

| Statement of Affairs | | From 05/09/2014 To 04/09/2015 | From 05/09/2013 To 04/09/2015 |
|----------------------|---------------------------------------|----------------------------------|---|
| | SECURED ASSETS | | |
| 115,000 00 | Land & Buildings | <u> </u> | NIL |
| 110,000 00 | Land & Bandings | NIL | NIL |
| | SECURED CREDITORS | | |
| (251,052 00) | HSBC Bank Plc | NIL | NIL |
| (201,002 00) | 11000 Balik File | NIL | NIL |
| | | MIL | TAIL |
| | HIRE PURCHASE | | |
| 92,500 00 | Motor Vehicle | 20,371 00 | 20,371 00 |
| (18,212 00) | PCF Business Finance Limited | (18,371 00) | (18,371 00) |
| , , | Plant and Machinery | 85,662 00 | 85,662 00 |
| (88,000 00) | Close Brothers Limited | (85,662 00) | (85,662 00) |
| | | 2,000 00 | 2,000 00 |
| | | | • |
| | ASSET REALISATIONS | | |
| 1,300 00 | Plant & Machinery | NIL | 2,000 00 |
| 760 00 | Business Equipment & Office Furniture | NIL | 500 00 |
| 200 00 | Stock & Raw Materials | NIL | 500 00 |
| | Energy Refund | NIL | 19 83 |
| | Sundry Refund | 30 85 | 30 85 |
| | | 30 85 | 3,050 68 |
| | COST OF REALISATIONS | | |
| | Agents/Valuers Fees (1) | NIL | 2,200 00 |
| | Agents Disbursements | NIL | 130 00 |
| | Insurance of Assets | NIL | 265 00 |
| | Bank Charges | 1 06 | 2 12 |
| | | (1 06) | (2,597 12) |
| | PREFERENTIAL CREDITORS | | |
| (6,508 00) | Employee Arrears/Hol Pay | NIL. | NIL |
| , | • | NIL | NIL |
| | UNSECURED CREDITORS | | |
| (186,468 00) | Trade & Expense Creditors | NIL | NIL |
| (46,266 00) | Employees | NIL | NIL |
| (182,000 00) | Directors Loan Account | NIL | NIL |
| `(13,180 00) | H M Revenue & Customs - VAT | NIL | NIL |
| (144,336 00) | H M Revenue & Customs - PAYE | NIL | NIL |
| (13,217 00) | H M Revenue & Customs - Corporatio | NIL | NIL |
| (21,000 00) | Retentions | NIL | NIL |
| (35,086 00) | Deferred Tax | NIL | NIL |
| • | | NIL | NIL |
| | DISTRIBUTIONS | | |
| (100 00) | Ordinary Shareholders | NIL | NIL |
| | | NIL | NIL |
| (795,665 00) | | 2,029 79 | 2,453.56 |
| - | | | = ==================================== |

REPRESENTED BY

Vat Receivable Lloyds Bank - Non interest bearing Fixed Ch Vat Payable Vat Payable Vat Control Account 466 00 2,453 56 (400 00) (600 00) 534 00

2,453 56

Nicholas Andrew Hancock Liquidator



5 October 2015

PRIVATE AND CONFIDENTIAL

TO ALL KNOWN CREDITORS OF THE COMPANY

St James Building 79 Oxford Street Manchester M1 6HT

Phone +44 161 236 6936 fax +44 161 228 0117 Email k parker@uhy-uk com DDI +44 161 234 8912 Web www.uhy-uk com

Our ref PJ34/KP/NAH/6 ann

Your ref

Doc id 96791

Dear Sirs

J & C JONES (BUILDING CONTRACTORS) LIMITED
IN CREDITORS VOLUNTARY LIQUIDATION
COMPANY NUMBER: 04586582
REGISTERED OFFICE & TRADING ADDRESS: ABERSOCH ROAD, LLANBEDROG,
PWLLHELI, GWYNEDD LL53 7UB

I, N A Hancock, of this office was appointed liquidator to the above company on 5 September 2013 and enclose my second annual progress report on the administration of the case

This report should be read in conjunction with my previous progress report issued on 29 September 2014

RECEIPTS AND PAYMENTS

My receipts and payments account for the twelve month period 5 September 2014 to 4 September 2015 is attached

ASSET REALISATIONS DURING THE TWELVE MONTH PERIOD 5 SEPTEMBER 2014 TO 4 SEPTEMBER 2015

Refund

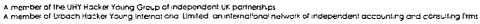
A refund in the sum of £30 has been received from Royal Mail Group Limited, following withdrawal of the franking machine from service

M.D. Wasinski FCA. S.J. Berry. C. Gawthorpe FCA. CTA. P. Daly FCA. N. A. Hancock FIPA FABRP. M. J. Hodgson CTA. D. Kendrick CF. S.J. Lawson FCA. B.J. Layland. D. M. Pichardson MIPA MABPP, M. D. C. Pobertson CA. D. Symonds FCA.

N A Hancock and D M Pichardson are licensed as insolvency Practitioners by the Insolvency Practitioners Association

UHY Hacker Young lumaround and recovery Chartered Accountants is the trading name of UHY Hacker Young Manchester LLP a limited flab fity partnership registered in England and Wales with Regulered Number OC332437.

Registered to carry out audit work in the UK and Ireland and regulated for a range of investment business activities by the institute of Chartered Accountants in England and Wales







ASSETS TO BE REALISED

Potential Breach of Covenant / Contract Claim

We are presently reviewing two land sales and construction contracts. If we prove a breach of covenant and or contract there may be a substantial return to the company

We have instructed solicitors to review the potential claims and await their advice as to whether this is considered worthy of pursuit

ASSETS REALISATIONS DURING THE PERIOD PRIOR TO THIS REPORT

Asset realisations achieved prior to the period covered by this report have been detailed in my annual progress report dated 29 September 2014. A summary of these assets is provided below

Assets Subject to a Fixed Charge

Plant and Machinery and Motor Vehicles

The plant and machinery and motor vehicles were inspected and professionally valued by Eddisons Commercial Limited Several of the items were subject to finance agreements with PCF Business Finance Limited and Close Brothers Limited

A settlement figure was obtained from Close Brothers Limited in the sum of £85,662 59 Eddisons Commercial Limited advised that the market value for the assets in-situ would be £100,000 and ex-situ would be £76,500. It was therefore advised that there was unlikely to be any equity in the assets after accounting for the costs of disposal to a third party. As a result, Mr John Jones, via J & S Jones Building Contractors, agreed to take over the agreements to avoid the potential shortfall to the company. Consequently, we do not have an interest in these assets

A Volvo FM12 was held on finance with PCF Business Finance Limited Eddisons Commercial Limited valued the vehicle at £20,000 in-situ and £16,000 ex-situ and a settlement figure was obtained in the sum of £18,371. An offer from the company director, Mr John Jones, via J & S Jones Building Contractors Limited was received in the sum of £2,000 plus VAT to acquire the equity in the motor vehicle. The offer was considered in line with the valuation report and was therefore recommended for acceptance. Eddisons Commercial Limited prepared the sale agreement and staged payments were received, with the final payment being received. 17 December 2013 bringing this matter to a close

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There was a JCB held on finance with PCF Business Finance Limited, however, it has been confirmed that title is held by Mr John Jones in his personal name and the finance has been settled in full

Land and Buildings

The land and buildings related to a section of land adjacent to the builder's yard on Abersoch Road and old garage site known as Congl Meinciau in Botwnnog HSBC Bank Plc held a legal mortgage over the site in Botwnnog registered 19 June 2010 and two fixed and floating charges over the company assets registered 12 August 2010 and 22 June 2010 relating to the overdrawn balance of the company's bank account and the business loan account balance

It was understood that the deficit owed to HSBC Bank Plc was secured by charges over two lots of land and buildings jointly owned by the director Mr John Jones and the former director Mr Derek George Pritchard

After further investigation and confirmation that the land on Abersoch Road held no value, the necessary steps were taken to disclaim the Liquidator's interest

In respect of the site at Botwing, HSBC Bank Plc appointed The ES Group as LPA Receivers with effect from 18 November 2013. The Liquidator does not intend to have any involvement with this site, as a shortfall to the Bank is expected

Unencumbered company assets

The unencumbered assets were valued by Eddisons Commercial Limited and included plant and machinery, business equipment and office furniture and stock and raw materials. An offer from the company director, Mr John Jones, via J & S Jones Building Contractors was received in the sum of £3,000 plus VAT on 23 October 2013. The offer was broken down as follow,

Plant and Machinery £2,000
Business Equipment and Office Furniture £500
Stock and Raw Materials £500

The offer was considered in line with the valuation report and was therefore recommended for acceptance. Eddisons Commercial Limited prepared the sale agreement and staged payments were received, with the final payment being received 17 December 2013 bringing this matter to a close.

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Energy Refund

An energy refund in the sum of £19 has been received from Scottish Power

CREDITORS

Secured creditors

HSBC Bank Plc, who were owed £250,687 as at the date of the Liquidation hold a legal mortgage over the old garage site known as Congl Meinciau in Botwinog registered 19 June 2010 and two fixed and floating charges over the company assets registered 12 August 2010 and 22 June 2010 relating to the overdrawn balance of the company's bank account and the loan account balance

It is understood that the deficit owed to HSBC Bank Plc was further secured by charges over two lots of land and buildings jointly owned by the director Mr John Jones and the former director Mr Derek George Pritchard We understand the combined value of the properties is sufficient to pay HSBC in full

HSBC Bank Plc have appointed The ES Group as LPA Receivers with effect from 18 November 2013 over the site in Botwnnog and the two lots of land and buildings We understand all the properties and land have now been sold. We have not had formal confirmation of this and whether HSBC have a claim in the Liquidation.

Preferential creditors

To date the following preferential claims have been received.-

| | mount per t of affairs | Claim received |
|-----------------------|---------------------------|-------------------|
| | £ | £ |
| Wages and holiday pay | 6,508 | 15,833 |

The value and timing of any dividend to creditors is unknown at present and is dependent upon the outcome of the ongoing investigation into the company's affairs

Unsecured Creditors

To date 45 claims have been received totalling £516,105. This is broken down as follows,

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Trade Creditors £306,151 H M Revenue & Customs VAT £13,460 H M Revenue & Customs PAYE £161,973 Employee Claims £34,521

The claims have not been adjudicated as the prospect of a dividend to creditors is unknown at present and is dependent upon the outcome of the ongoing investigation into the company's affairs

We understand that the directors have given personal guarantees to several creditors and these have been agreed and paid. We expect several creditors to withdraw their claims

Prescribed Part

The floating charges registered against the company were created after 15 September 2003 Therefore, the Provisions of Section 176A of the Insolvency Act 1986, where a proportion of realisations can be set aside for the benefit of the unsecured creditors, from funds that would normally be paid to the floating charge holder would apply. However, the net property available is less than the prescribed minimum and therefore the provision will not apply in this case.

INVESTIGATION

There are a number of matters that arose during the course of the investigations into the company's affairs that are ongoing. All relevant matters have been reported to the appropriate authorities who are conducting their own enquires.

We have instructed solicitors to assist and advise us in respect of an agreement transferring assets for no apparent consideration

We have instructed solicitors in respect of a development where the work was carried out at a substantial loss to the company for various reasons. We have spent over 200 hours obtaining invoices, delivery notes and statements. The loss may be recoverable. We had hoped to settle the matter outside the Courts however it appears that this option has been exhausted.

COSTS OF THE LIQUIDATION

Agent's Fees

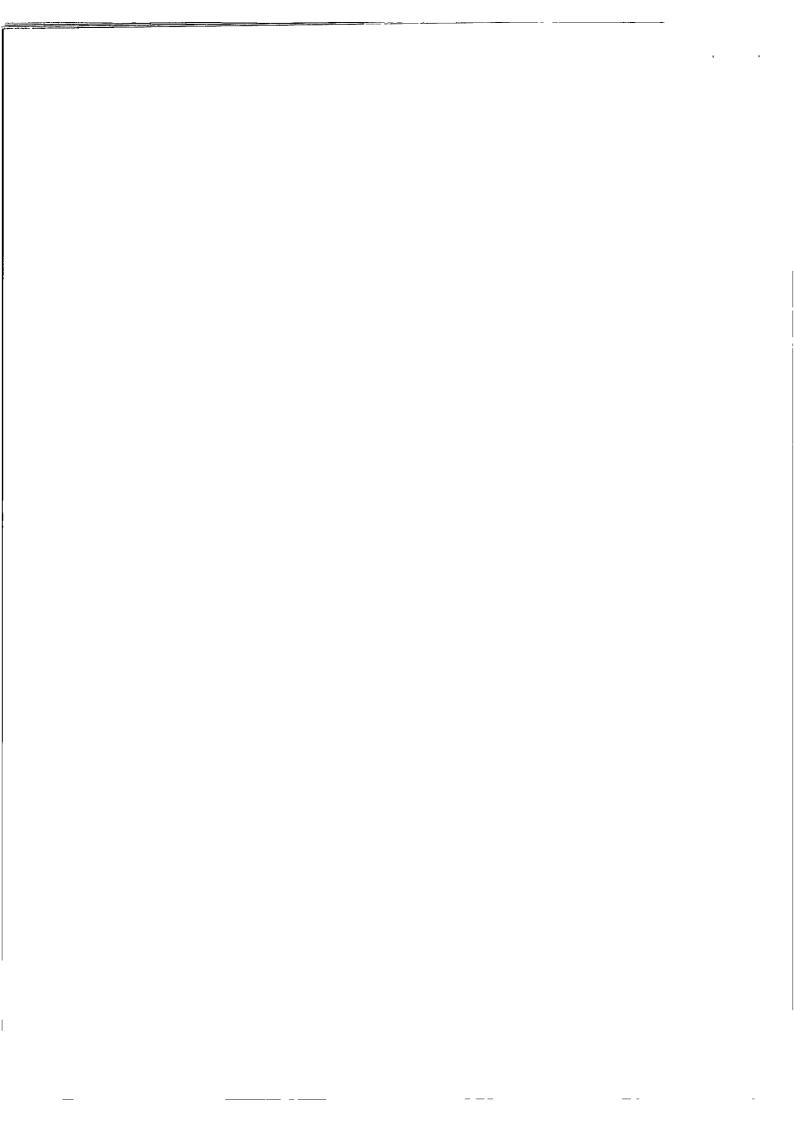
Agent's fees in the sum of £2,200 and disbursements of £130 have been incurred in valuing the company assets and negotiating the terms of the sale Eddisons Commercial Limited were instructed due to their expertise within the market

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Insurance

Insurance costs in the sum of £265 have been incurred with regards to the insurance cover arranged over the company assets Following completion of the sale the insurance has been cancelled and therefore no further charges will be incurred in this regard

LIQUIDATORS COSTS

Statement of Affairs fee

The sum of £7,500 is due to be paid to UHY Hacker Young turnaround and recovery for their work in respect of the preparation of the statement of affairs and convening the meeting of creditors, as agreed at the meeting of creditors held on 5 September 2013. No fees have been drawn to date due to insufficient funds in the account

Liquidator's fees

My total time costs in dealing with the administration of this case for the period from the date of appointment 5 September 2013 to 4 September 2015 are £146,643 in respect of 567 hours, a breakdown of which is attached at Appendix II

As previously stated over 200 hours have been spent looking at agreements and a contract for a development. This has resulted in us working through all of the Company's books and records and allocating invoices to each development and property, writing to suppliers to substantiate delivery addresses and obtaining statements from suppliers and delivery drivers/firms. We are then providing the information to solicitors and taking instructions regarding further information required

We have also spent over 50 hours reviewing property and land sales and obtaining copy contracts. This may result in a substantial return to creditors

Details of my time costs during the twelve month period covered by this report from 5 September 2014 to 4 September 2015 are £44,004 in respect of 150 hours, as shown at Appendix III

At a meeting of creditors held on 5 September 2013, approval that my costs may be drawn on a time cost basis was obtained

No fees have been drawn to date.

A schedule detailing the current charge out rates is attached

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A copy of the extract from the Statement of Insolvency Practice 9, A Creditors' Guide to Liquidators' Fees, will be supplied to you on request or alternatively may be viewed at http://turnaround-recovery uhy-uk com/home/creditors-guide-to-fees

Liquidator's disbursements

Liquidator's disbursements are shown below,

| Disbursement | Previous period 05/09/2013 to 04/09/2014 | Current period 05/09/2014 to 04/09/2015 | Total |
|---|--|---|--------|
| Category 1 | | | |
| Statutory advertising – London Gazette | 229 00 | • | 229 00 |
| Bonding | 25 00 | - | 25 00 |
| Stationery & Postage | 157 59 | 72 90 | 230 49 |
| Travel | 131 40 | - | 131 40 |
| Storage | - | 15 12 | 15 12 |
| Total disbursement incurred | 542.99 | 88.02 | 631.01 |
| Disbursement drawn | - | - | - |
| Disbursement outstanding | 542.99 | 88.02 | 631.01 |

CREDITORS RIGHTS TO REQUEST FURTHER INFORMATION

Creditors are reminded of their rights under Rule 4 49E of the Insolvency Rules 1986. Within 21 days of receipt of a progress report a secured creditor or an unsecured creditor with concurrence of 5% in value of the company's unsecured creditors or permission of the court may request further information about remuneration and expenses set out in the report. Such a request must be made in writing

The Liquidator must provide the information requested within 14 days of receipt of the request or alternatively his reasons for non-provision of the information.

Should a creditor believe that the Liquidators remuneration or expenses are excessive, any secured creditor or any unsecured creditor with the concurrence of 10% in value of the company's creditors or permission of the court, may apply to court to challenge the Liquidators remuneration under Rule 4.131 of the Insolvency Rules 1986. Any such application must be made within a period of 8 weeks following the receipt of the progress report in which the remuneration is first reported.

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Yours faithfully

N A Hancock

Liquidator

J AND C JONES (BUILDING CONTRACTORS) LIMITED IN CREDITORS VOLUNTARY LIQUIDATION LIQUIDATORS RECEIPTS AND PAYMENTS ACCOUNT FOR THE PERIOD 5 SEPTEMBER 2014 TO 4 SEPTEMBER 2015

| | Per Statement of affairs | For the 12 month period 5 September 2013 to 4 September 2014 | For 12 month period 5 September 2014 to 4 September 2015 | Total period 5 September 2013 to 4 September 2015 |
|--|-----------------------------|---|---|---|
| ASSETS SUBJECT TO FIXED CHARGE | £ | £ | £ | £ |
| Motor Vehicle | 16,000 | 20,371 0 0 | - | 20,371 00 |
| Less PCF Business Finance Limited | (18,212) | (18,371 00) | | (18,371 00) |
| | (2,212) | 2,000 00 | | 2,000 00 |
| Plant and Machinery | 76,500 | 85,662 00 | - | 85,662 00 |
| Less Close Brother Limited | (000,88) | (85,662 00) | - | (85,662 00) |
| | (11,500) | | | |
| Land and Buildings | 115,000 | - | - | - |
| Less HSBC Bank Plc | (251,052) | - | - | |
| | (136,052) | | - | |
| ASSETS NOT SPECIFICALLY PLEDGED | | | | |
| Plant & machinery | 1,300 | 2,000 00 | - | 2,000 00 |
| Business Equipment & Office Furniture | 760 | 500 00 | - | 500 00 |
| Stock & Raw Materials | 200 | 500 00 | - | 500 00 |
| Energy Refund | | 19 83 | - | 19 83 |
| Sundry Refund | 2,260 | F 010 P2 | 30 85 30 85 | 30 85 |
| | 2,260 | 5,019 83 | 30 85 | 5,050 68 |
| Payments | | | | |
| Agent's Fees | | 2,200 00 | • | 2,200 00 |
| Agent's Disbursements | | 130 00 | • | 130 00 |
| Insurance of Assets Bank Charges | | 265 00 1 06 | 1 06 | 265 00 |
| Bank Charges | | 2,596 06 | 1 06 | 2,597 12 |
| Balance in hand | | 2,423 77 | 29 79 | 2,453 56 |
| | | 5,019 83 | 30 85 | 5,050 68 |
| | | | | |
| Funds held Current account | | 2,423 77 | 29 79 | 7 453 50 |
| Current account | | 2,423 11 | 29 / 9 | 2,453 56 |
| Liquidator's disbursements charged on following basis, | | | | |
| Category 1 | | - | - | • |
| Category 2 | | | | - |
| | | | <u>·</u> | - |

The receipts and payments account is shown net of VAT

J AND C JONES (BUILDING CONTRACTORS) LIMITED IN CREDITORS VOLUNTARY LIQUIDATION ANALYSIS OF TIME COSTS INCURRED FOR THE PERIOD 5 SEPTEMBER 2013 TO 4 SEPTEMBER 2015

| Catégory of the Control of the Contr | Hours | ner was to the cost | Senior Manager | Or Waller Comments | iager Cost | Admini Hours | Strator Const | (Total) | Time cost |
|--|--------|---------------------|----------------|--------------------|------------|-----------------|---------------|-----------|------------|
| | | ı, | • | | اند | | ш | | ᄕᆅ |
| Administration, planning & reviews | 15 50 | 6,122 50 | | 4 10 | 1,442 00 | 38 60 | 6,873 00 | 58 20 | 14,437 50 |
| Statutory notices & annual reports | 1 00 | 395 00 | | 2 80 | 00 996 | 27 90 | 4,953 50 | 31 70 | 6,314 50 |
| | | | | | | 5 10 | 714 00 | 5 10 | 714 00 |
| | 60 50 | 23,912 50 | | 12 10 | 4,277 00 | 153 30 | 23,204 50 | 225 90 | 51,394 00 |
| | | | | 3 50 | 1,207 50 | | | 3 50 | 1,207 50 |
| | 31 00 | 12,290 00 | | 7 10 | 2,544 50 | 30 20 | 5,523 50 | 68 30 | 20,358 00 |
| | 95 00 | 37,775 00 | | | | | | 95 00 | 37,775,00 |
| | | | | 08 0 | 276 00 | 2 00 | 1,234 50 | 7 80 | 1,510 50 |
| Creditors claims & correspondence | | | | 1 50 | 517 50 | 46 90 | 8,173 00 | 48 40 | 8,690 50 |
| Employee claims & correspondence | | | | | | 10 30 | 1,673 00 | 10 30 | 1,673 00 |
| Post-app tax/vat returns & correspondence | | | | 1 00 | 345 00 | 10 90 | 1,920 00 | 11 90 | 2,265 00 |
| | | | | | | 1 60 | 304 00 | 160 | 304 00 |
| | 203 00 | 80,495 00 | | - 32 90 | 11,575 50 | 330 20 | 54,269 00 | 567 70 | 146,643 50 |
| | | 396 53 | | | 351 84 | | 164 35 | | 258 31 |

J AND C JONES (BUILDING CONTRACTORS) LIMITED IN CREDITORS VOLUNTARY LIQUIDATION ANALYSIS OF TIME COSTS INCURRED FOR THE TWELVE MONTH PERIOD 5 SEPTEMBER 2014 TO 4 SEPTEMBER 2015

| Category - Control of the Control of | Par | | Senior I | lanager. | BUBNA STATE | Ber William | A MAMINI | Strator, Agent | E. S. Total | Time cost |
|--|-------|-----------|----------|----------|-------------|-------------|----------|----------------|-------------|-----------|
| THE TANK OF THE PARTY OF THE PA | Hours | Cost | Hours | Cost | Hours | Cost | Hours | Cost | S Semont & | 1 |
| | | щ | | ш | | Ħ | | Ⴗ | | 4i |
| Administration, planning & reviews | | | | | 140 | 510 50 | 17 20 | 3,159 50 | 18 60 | 3.670.00 |
| Statutory notices & annual reports | | | | | 1 30 | 448 50 | 14 50 | 2.608 50 | 15 80 | 3.057.00 |
| Investigation | 7 50 | 2,977 50 | | | 4 10 | 1,517 00 | 13 10 | 2,386 50 | 24 70 | 6.881 00 |
| Realisation of assets | 00 6 | 3,600 00 | | | 3 80 | 1,406 00 | 18 00 | 3,409 50 | 30 80 | 8,415.50 |
| Legal Advice | | | | | 030 | 103 50 | | | 0 30 | 103 50 |
| Debt collection | 20 00 | 20,000 00 | | | | | | | 20 00 | 20.000 00 |
| Property & leases | | | | | | | 1 40 | 257 00 | 1 40 | 257,00 |
| Creditors claims & correspondence | | | | | | | 4 00 | 739 00 | 4 00 | 739 00 |
| Employee claims & correspondence | | | | | | | 0 20 | 35 00 | 0 20 | 35 00 |
| Post-app tax/vat returns & correspondence | | | | | | | 2 90 | 542 00 | 2 90 | 542 00 |
| Closure | | | | | | | 1 60 | 304 00 | 1 60 | 304 00 |
| | 66 50 | 26,577 50 | | | 10 90 | 3,985 50 | 72 90 | 13,441 00 | 150 30 | 44,004 00 |
| Average hourly cost (£) | | 399 66 | | | | 365 64 | | 184 38 | | 292 77 |

UHY HACKER YOUNG turnaround and recovery Manchester office

CHARGE-OUT RATES

The table shown details the hourly charge-out rates utilised by UHY Hacker Young turnaround and recovery, Manchester for charging staff time. The rates shown include the current rates and those previously in force

| Grade | From 1 10 2014 per hour | 1 4 2013 to 30 9 2014 per hour | 1 3 2011 - 31 3 2013 per hour |
|-------------------------------|----------------------------|-----------------------------------|----------------------------------|
| Partner / Director | £400 - £370 | £395 - £345 | £310 - £280 |
| Senior Manager | £310 | £300 | £260 |
| Manager | £260 | £250 | £230 |
| Manager (Property Management) | £160 | £150 | £145 - £130 |
| Senior Administrator | £190 | £175 | £145 |
| Administrator | £150 - £130 | £140 - £120 | £120 - £100 |
| Junior | £110 | £100 | £85 |

The rates are applied consistently across all insolvency appointments and presented for approval of creditors or a creditors' committee where appropriate

Time spent on a case is recorded directly using an on-line time recording system. This is allocated in units of 6 minutes, with the nature of the work undertaken being recorded utilising the categories stated below,

| Ethical/conflict issues | Planning and strategy |
|---------------------------|------------------------------|
| General Administration | Creditors Secured/Unsecured |
| Retention of title claims | Asset realisation/management |
| Debt Collection | Employee matters |
| Lease/rentals | Legal matters |
| Statutory work | Trading/wages/vat |
| Statement of Affairs | Reporting |
| Distribution and closure | |

The firm's policy with regard to support staff is that their time is not recovered separately from the case as the cost of provision of the support services are included in the basis of the charge-out rate for the professional staff

Disbursements and other costs

Disbursements incurred in the course of an appointment are recharged to the case in accordance with SIP9 regulations on all insolvency appointments. These fall into two categories,

Category 1 disbursements - These are specific costs referable to the case in question and paid to an independent third party. These generally include advertising, bond, postage, and travel expenses. Category 1 disbursements may be drawn without prior approval.

Category 2 disbursements - These are not specific costs which are re-charged by the firm on the following basis. These generally include stationery, photocopying, telephone calls and fax. Category 2 disbursements are required to be approved by creditors before they can be drawn.

| Internal meeting room | £65 per hour |
|---|---------------|
| Internal photocopying | 10p per sheet |
| Storage of IP's working files (6 years) | £21 per box |

A copy of the extract from the Statement of Insolvency Practice 9, A Creditors' Guide to Fees, is located at http://turnaround-recovery-uhy-uk-com/home/creditors-guide-to-fees or alternatively a paper copy will be supplied to you on request

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Updated 1 10 2014