

WU15

Notice of final account prior to dissolution in a winding up by the court



Companies House

For further information, please
refer to our guidance at
www.gov.uk/companieshouse

1 Company details

Company number 0 4 6 9 2 0 4 6

Company name in full NOTTINGHAM SECTIONAL BUILDINGS LTD

→ Filling in this form

Please complete in typescript or in
bold black capitals.

2 Liquidator's name

Full forename(s) Derrick Arthur

Surname Smith

3 Liquidator's address

Building name/number Herschel House

Street 58 Herschel Street

Post town Slough

County/Region

Postcode B e r k s h i r e ,

Country

4 Liquidator's name ①

Full forename(s)

Surname

① Other liquidator

Use this section to tell us about
another liquidator.

5 Liquidator's address ②

Building name/number

Street

Post town

County/Region

Postcode

Country

② Other liquidator

Use this section to tell us about
another liquidator.

WU15

Notice of final account prior to dissolution in a winding up by the court

6 Liquidator's release

Did any of the creditors object to the liquidator's release?

☐ Yes

☒ No

7 Date of final account

Date

d	1	d	5	m	0	m	9	y	2	y	0	y	2	y	1
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

8 Final account

☒ The final account is attached

9 Sign and date

Liquidator's signature

Signature

X

Derrick Smith

X

Signature date

d	1	d	0	m	1	m	1	y	2	y	0	y	2	y	1
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

**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 **Kalani Gunawardana**

Company name **Oury Clark**

Address **Herschel House**

58 Herschel Street

Post town **Slough**

County/Region

Postcode **B e r k s h i r e**

Country

DX

Telephone **01753 551111**

**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

NOTTINGHAM SECTIONAL BUILDINGS LTD
(In Liquidation)
Liquidator's Abstract of Receipts & Payments
From 13 September 2010 To 15 September 2021

Statement of Affairs	£	£
SECURED ASSETS		
Orange refund	181.06	181.06
ASSET REALISATIONS		
Costs Order	1,320.00	
Settlement	4,385.00	5,705.00
COST OF REALISATIONS		
Legal Costs	1,112.00	
Legal Disbursements	3,685.00	
ISA banking fee	88.00	
Official Receiver's Fee	1,445.00	
Secretary of State Fee	848.00	(7,178.00)
		(1,291.94)
REPRESENTED BY		
ISA		(1,291.94)
		(1,291.94)
		Derrick Arthur Smith Liquidator

Nottingham County Court Reference No. 779 of 2010

NOTTINGHAM SECTIONAL BUILDINGS LTD
(In Liquidation)

The Liquidator's Final Account as at 15 September 2021

Derrick Arthur Smith

Oury Clark

Herschel House, 58 Herschel Street, Slough, Berkshire, SL1 1PG

01753 551111

contact@ouryclark.com

This report has been prepared for the sole purpose of updating the creditors and members for information purposes. 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 for any purpose other than updating them for information purposes, or by any other person for any purpose whatsoever.

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1. EXECUTIVE SUMMARY

Please note this report has been produced during the Covid-19 restrictions. As a result, we had limited access to our physical cases files and had to produce this from incomplete records on our IT system. We have taken every reasonable step to ensure that the information is accurate, but if anything is incorrect or incomplete, we will provide an explanation and corrected information upon request.

This report describes the progress during the Review Period and summarises the liquidation as a whole.

A summary of key information in this report is detailed below.

Elliot Green was appointed Liquidator of the Company taking over the administration from the Official Receiver with effect from 13 September 2010. Elliot Green left the firm and on 5 September 2019 a court order was granted pursuant to which Georgia Fisher replaced Elliot Green as Liquidator. Georgia Fisher left the firm on 22 October 2020 and I took over this case since then. However, assets realised during the tenure of the liquidation is detailed below.

Asset realisations

Asset	Estimated to realise per Statement of Affairs	Total realisations
Settlement		£4,385.00
Costs Order		£1,320.00
Refund from Orange		£ 181.06

Expenses

Expense	Original estimate	Total expenses incurred	Total expenses paid
Solicitors' fees		£1,112.00	
Legal disbursements		£3685.00	
Official Receiver's fee		£1,445.00	
Secretary of State fee		£ 848.00	

2. BACKGROUND

The Court granted a winding up order on 15 March 2010 and the Liquidator was appointed on 13 September 2010 by the Secretary of State. Further statutory information is provided at Appendix I.

3. ASSET REALISATIONS

The Liquidator's final receipts and payments account for the whole period for the liquidation as a whole is attached at Appendix II. The rest of this report describes the key developments in the liquidation. For a detailed list of work undertaken by the Liquidator as a whole, see Appendix V.

The Official Receiver's Report to Creditors dated 10 May 2010 indicated that the Company did not have any assets capable of recoveries.

Settlement fees

These fees represent monies received in respect of a Director settlement Agreement. During period solicitors, Wilkes Partnership were instructed to collect payments by instalments from the Directors, the sum of £4,385.00 was received. However due to covid 19 circumstances no further realisations are possible as the director has no means of paying the outstanding balance.

Freeths Solicitors were also instructed during the period to make an application to Court for Order to obtain the Company's financial business dealings from National Westminster Bank. The bank were ordered to pay the costs for this application in the sum of £1,320.00 which was duly paid.

The Liquidator also received £181.06 on account by way of a refund from Orange.

4. ADMINISTRATION (INCLUDING STATUTORY REPORTING)

The Liquidator is required to meet a considerable number of statutory and regulatory obligations. Whilst many of these tasks have not had a direct benefit in enhancing realisations for the insolvent estate, they have assisted in the efficient and compliant progressing of the liquidation, which has ensured that the Liquidator and his / her staff have carried out their work to high professional standards.

Material administrative tasks carried out in the Review Period include

- Liaising with the Official Receiver to arrange the handover of the case files and control of the assets;
- Consulting with and instructing staff and independent advisers as regards practical, technical and legal aspects of the case to ensure efficient progress;
- Maintaining case files, which must include records to show and explain the administration and any decisions made by the Liquidator that materially affect the administration;
- Monitoring and maintaining an adequate statutory bond;
- Conducting periodic case reviews to ensure that the liquidation is progressing efficiently, effectively and in line with the statutory requirements;
- Issuing annual progress reports to creditors and members;
- Seeking creditors' approval to certain resolutions and establishing whether those resolutions had been passed;
- Maintaining and updating the estate cash book and bank accounts, including regular bank reconciliations and processing receipts and payments;
- Collecting and making an inventory of the Company's books and records;
- Seeking clearance from the Official Receiver and other government departments to enable the liquidation to be closed; and
- Drafting this final account.

5. INVESTIGATION

Shortly after appointment, the Liquidator undertook a review of all the information available and conducted an initial assessment of whether there were any matters which may have led to any recoveries for the benefit of creditors.

No further assets or actions that might lead to a recovery for creditors were identified.

6. CREDITORS' CLAIMS

During the Review Period, the Liquidator has carried out the following main tasks in this category

- maintained creditor information on the system;
- dealt with creditor correspondence and telephone conversations;

Although significant time costs have been incurred in adjudicating on creditors' claims, this work has had a financial benefit for creditors as it has ensured that payments have only been made to parties who have a statutory right to a dividend.

Secured Creditor

The Company has no secured creditors

Preferential creditors

The Company has no preferential creditors.

Unsecured Creditors

Unsecured creditors' claims have been received totalling £206,611.78 compared to the Official Receiver's report to creditors which disclosed £107,203.00 in the way of known liabilities.

Due to the lack of funds, no dividend is applicable to unsecured creditors.

7. ETHICS

Please also be advised that Liquidator is bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment.

Prior to the Liquidator's appointment, a review of ethical issues was undertaken and no ethical threats were identified. A further review has been carried out and no threats have been identified in respect of the management of the insolvency appointment over the Review Period.

Specialist Advice and Services

When instructing third parties to provide specialist advice and services or having the specialist services provided by the firm, the Liquidator is obligated to ensure that such advice or work is warranted and that the advice or work contracted reflects the best value and service for the work undertaken. The firm reviews annually the specialists available to provide services within each specialist area and the cost of those services to ensure best value. The specialists chosen usually have knowledge specific to the insolvency industry and, where relevant, to matters specific to this insolvency appointment. Details of the specialists specifically chosen in this matter are detailed below.

- **Freeths LLP**
As previously stated, Freeths LLP were instructed on a time costs basis to make an application to the Court for an Order for the bank to disclosure of the Company's financial affairs. Freeths also obtained costs of the hearing from the bank in respect of the Order made by the Court
- **The Wilkes Partnership**

As previously stated Wilkes were instructed to obtain payments from the Directors in respect of the settlement agreement.

[THE LIQUIDATOR'S FEES AND DISBURSEMENTS]

On 20 August 2010, a decision was made by creditors that the Liquidator's fees should be fixed on the following basis:

the time properly given by the Liquidator and his/her staff in attending to matters as set out in the fees estimate, such time to be charged at the prevailing standard hourly charge out rates used by Oury Clark at the time the work is performed (plus VAT);

The time costs incurred to date are detailed at Appendix III and set out in Appendix IV are the charge-out rates of the Liquidator and his/her staff.

In accordance with this decision, fees totalling £[amount] plus VAT have been drawn.

There have been insufficient realisations for me to draw any remunerations. . My time costs from 13 September 2010 to 15 September 2021. is a sum of £50216.10 totalling 21.70 hours at an average hourly rate of £184.82.

“A Creditors' Guide to Liquidators' Fees” is available for download at: https://www.ouryclark.com/assets/pdf/Voluntary_Arrangements_A_Guide_for_Creditors_on_Insolvency_Practitioner_Fees_Version_1_April_2021.pdf

Should you require a paper copy, please send your request in writing to the Liquidator at the address on the front of this report and this will be provided to you at no cost.

Disbursements

It was also resolved that the Liquidator be authorised to draw certain disbursements (as defined in SIP9 as “Category 2” disbursements) calculated on the bases set out also in Appendix IV.

The Liquidator is entitled to pay Category 1 disbursements from the funds held in the liquidation estate without approval.

: The Liquidator's disbursements (both Category 1 and Category 2) that have been incurred and not paid are detailed below:

Expense	Amount incurred from 13/9/2010 to 12/9/2021 £	Amount incurred to date £	Amount unpaid £
Bond	75.00	75.00	
Trace Report	90.00	90.00	

Other Professional Costs

Solicitors

Freeths LLP were instructed as legal advisors in relation to assisting the Liquidator with the investigation of the Company's financial affairs and to making an application to the Court to obtain an Order to inspect the Company's business financial affairs from National Westminster Bank plc. An Order was obtained and the bank order to pay the costs in the proceedings in the sum of £1,320.00

The Wilkes Partnership were also instructed to assist the Liquidator to obtain settlement monies from the Directors by way of instalments.

8. FURTHER INFORMATION

An unsecured creditor may, with the permission of the court or with the concurrence of 5% in value of the unsecured creditors (including the creditor in question) request further details of the Liquidator's fees and expenses, within 21 days of receipt of this report. Any secured creditor may request the same details in the same time limit.

An unsecured creditor may, with the permission of the court or with the concurrence of 10% in value of the creditors (including the creditor in question), apply to court to challenge the amount and/or basis of the Liquidator's fees and the amount of any proposed expenses or expenses already incurred, within 8 weeks of receipt of this final account. Any secured creditor may make a similar application to court within the same time limit.

9. CONCLUSION

On the filing of this final account with the Registrar of Companies and the Court, the Liquidator will vacate office. This concludes the liquidation of the Company.

Should you have any queries regarding this matter or the contents of this report, please do not hesitate to contact Kalani Gunawardana on

Derrick Smith

D A Smith
Liquidator

**NOTTINGHAM SECTIONAL BUILDINGS LTD
(IN LIQUIDATION)**

STATUTORY INFORMATION

Company Name	NOTTINGHAM SECTIONAL BUILDINGS LTD
Previous Names	
Proceedings	In Liquidation
Court	Nottingham County Court
Court Reference	779 of 2010
Date of Appointment	13 September 2010
Liquidator	Derrick Arthur Smith Oury Clark Herschel House, 58 Herschel Street, Slough, Berkshire, SL1 1PG
Registered office address	c/o Oury Clark Herschel House, 58 Herschel Street, Slough, Berkshire, SL1 1PG
Company Number	04692046

DEFINITIONS

The Act	Insolvency Act 1986
The Rules	Insolvency Rules 1986 or Insolvency (England & Wales) Rules 2016 (whichever applied at the time of the event)
The Liquidator(s)	Derrick Arthur Smith of Oury Clark Georgia Fisher (previously of Oury Clark) Elliot Green (previously of Oury Clark)
The Company	NOTTINGHAM SECTIONAL BUILDINGS LTD (in Liquidation)
The Court	Nottingham County Court
SIP	Statement of Insolvency Practice
Review Period	Period covered by the report from 13/9/10 to 15/09/21

NOTTINGHAM SECTIONAL BUILDINGS LTD
(IN LIQUIDATION)

THE LIQUIDATOR'S FINAL RECEIPTS AND PAYMENTS ACCOUNT

NOTTINGHAM SECTIONAL BUILDINGS LTD
(In Liquidation)
Liquidator's Summary of Receipts and Payments
To 15 September 2021

RECEIPTS	Statement of Affairs (£)	Total (£)
Orange refund		181.06
Costs Order		1,320.00
Settlement		4,385.00
		<hr/>
		5,886.06
		<hr/>
PAYMENTS		
Legal Costs		1,112.00
Legal Disbursements		3,685.00
ISA banking fee		88.00
Official Receiver's Fee		1,445.00
Secretary of State Fee		848.00
		<hr/>
		7,178.00
Net Receipts/(Payments)		(1,291.94)
		<hr/>
 MADE UP AS FOLLOWS		
ISA		(1,291.94)
		<hr/>
		(1,291.94)
		<hr/>

Derrick Arthur Smith
Liquidator

NOTTINGHAM SECTIONAL BUILDINGS LTD (IN LIQUIDATION)

THE LIQUIDATOR'S TIME COSTS

Time Entry - Cumulative Detailed SIP9 Time & Cost Summary

EG765 - NOTTINGHAM SECTIONAL BUILDINGS LTD
From: 13/09/2010 To: 15/09/2021

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Avg Hourly Rate (£)	Hours Cum (POST Only)	Time Costs Cum (POST Only)
100 : Admin & Planning	0.00	1.00	0.00	1.60	2.60	471.00	181.15	1.20	272.00
101 : Reviewing Incoming Correspondence	0.00	0.00	0.00	0.60	0.60	72.00	120.00	0.20	12.00
102 : Telephone Calls	0.00	0.00	0.40	2.00	2.40	291.00	121.25	0.50	30.00
103 : Bank Reconciliations	0.00	0.10	0.00	0.60	0.90	99.00	110.00	0.40	30.00
104 : Reviews	6.70	0.50	0.00	25.90	33.10	5,561.00	168.01	11.70	1,597.00
106 : General Correspondence	0.60	0.00	0.00	14.50	15.10	1,587.70	105.15	1.80	106.00
110 : IPS Diary Update	0.10	0.00	0.00	0.90	1.00	149.00	149.00	0.30	40.00
111 : Other	0.60	0.00	0.20	3.20	4.00	654.00	163.50	0.40	140.00
112 : Incoming correspondence	0.00	0.20	0.00	0.20	0.20	50.00	250.00	0.00	0.00
113 : Our solicitors correspondence	3.70	0.40	0.00	2.50	6.60	2,000.50	303.11	0.20	15.00
117 : Internal Memo	0.20	0.40	0.00	1.10	1.70	319.40	187.88	0.00	0.00
118 : Cashbook / Cashier / Cheque Matters	0.10	0.00	1.40	3.70	5.20	906.00	174.23	0.10	45.00
119 : Correspondence with Debtor/Director	0.20	0.00	0.00	0.60	0.80	145.00	181.25	0.00	0.00
120 : Emails	5.20	0.20	0.40	3.60	9.40	2,614.50	278.17	0.30	16.00
121 : Filing	0.00	0.00	0.00	11.30	11.30	1,580.40	138.66	0.00	0.00
123 : WIP and SIP9 Breakdown Reconciliations	0.50	0.00	0.00	0.10	0.60	241.00	401.67	0.00	0.00
124 : Internal discussion	0.00	0.20	0.20	1.80	2.20	356.00	161.82	0.00	0.00
125 : Corporation Tax Return	0.10	0.00	0.00	2.50	2.60	396.00	152.31	0.10	25.00
126 : VAT Returns	0.00	0.00	0.00	0.40	0.40	80.00	200.00	0.00	0.00
127 : VAT425/VAT833 Forms	0.00	0.00	0.00	0.20	0.20	40.00	200.00	0.00	0.00
128 : Review of case administrators work	0.00	1.80	0.20	2.10	4.10	797.00	194.39	0.00	0.00
130 : Archiving	0.00	0.00	0.00	0.20	0.20	30.00	150.00	0.00	0.00
131 : Amend Audio Typing	0.00	0.20	0.70	1.00	1.90	327.00	172.11	0.00	0.00
133 : Specific Bond	0.60	0.00	0.00	0.60	1.20	324.00	270.00	0.50	165.00
135 : HMRC Correspondence	0.00	0.00	0.00	0.60	0.60	53.60	89.33	0.20	12.00
136 : Companies House Correspondence	0.10	0.00	0.00	0.00	0.10	45.00	450.00	0.10	45.00
Admin & Planning	18.70	5.00	3.70	81.60	109.00	19,190.40	176.08	18.00	2,574.00
501 : Proofs Of Debt	0.00	0.00	0.00	0.40	0.40	48.00	120.00	0.00	0.00
503 : Creditors Reports	0.00	0.00	0.00	31.80	31.80	1,928.00	60.63	31.60	1,896.00
504 : Telephone Calls With Creditors	0.00	0.00	0.00	0.40	0.40	158.00	395.00	0.00	0.00
505 : Creditors Enquiries/Response	0.00	0.30	0.20	0.00	0.50	115.00	230.00	0.00	0.00
506 : Creditors Meetings	0.00	0.00	0.00	0.70	0.70	77.00	110.00	0.00	0.00
509 : Incoming correspondence	0.00	0.00	0.10	0.00	0.10	20.00	200.00	0.00	0.00
512 : Correspondence with creditors	0.50	0.00	0.00	1.70	2.20	360.30	177.41	0.00	0.00
Creditors	0.90	0.30	0.30	34.60	36.10	2,736.30	75.80	31.60	1,896.00
201 : Correspondence With Banks	0.40	0.10	0.20	15.00	15.70	1,910.90	121.71	0.00	0.00
202 : Correspondence With Solicitors	2.40	0.00	2.10	4.60	9.30	1,979.10	212.81	0.00	0.00
203 : Correspondence With Accountants	1.30	0.00	2.20	0.60	4.30	1,032.70	240.16	0.00	0.00
205 : Review Accountants Files	3.50	1.10	1.60	7.20	7.20	2,072.50	287.65	0.00	0.00
206 : Review Company Records	0.00	0.00	0.40	8.40	8.80	1,277.00	145.11	0.00	0.00
209 : Interview Company Directors	0.00	0.00	1.70	5.40	7.10	756.60	106.56	0.00	0.00
211 : Review Of Case Law/Legislation	0.00	0.00	0.20	0.30	0.50	85.00	170.00	0.00	0.00
213 : Other	0.00	0.00	0.70	0.20	0.90	159.80	177.56	0.00	0.00
214 : Incoming correspondence	0.00	0.00	0.10	0.00	0.10	20.00	200.00	0.00	0.00
215 : Our solicitors correspondence	13.30	2.50	5.00	8.50	29.30	8,584.60	293.00	0.70	235.00
216 : Instruction to agents / valuers	0.00	0.00	0.00	0.60	0.60	90.00	150.00	0.00	0.00
218 : Official Receiver correspondence	0.10	0.00	0.00	0.00	0.10	39.50	395.00	0.00	0.00
219 : Internal Memo	0.00	0.50	0.00	0.40	0.90	173.00	192.22	0.00	0.00
220 : Correspondence with Debtor / Director	6.10	0.00	1.30	6.70	14.10	963.70	143.64	0.00	0.00
221 : Telephone Calls	0.00	0.00	0.10	0.70	0.80	82.80	103.50	0.00	0.00
226 : Internal Discussion	0.00	0.80	0.00	0.00	0.80	200.00	250.00	0.00	0.00

Page 1 of 2

Version 15-03-18

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Time Entry - Cumulative Detailed SIP9 Time & Cost Summary

EG765 - NOTTINGHAM SECTIONAL BUILDINGS LTD
From: 13/09/2010 To: 15/09/2021

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Avg Hourly Rate (£)	Hours Cum (POST Only)	Time Costs Cum (POST Only)
228 : Internal Emails	0.00	0.30	0.20	0.40	0.90	178.00	197.78	0.00	0.00
229 : Enquiry and Investigation Correspondence	0.70	0.00	0.30	0.20	1.20	397.00	330.83	0.00	0.00
233 : Bank Account Analysis	0.00	0.00	0.00	1.00	1.00	150.00	150.00	0.00	0.00
236 : Administrator Instruction on Investigation Matters	0.00	0.00	0.00	2.90	6.10	1,965.80	305.87	0.00	0.00
Investigations	25.20	5.20	15.60	56.30	102.30	22,018.20	215.23	0.70	235.00
400 : Realisation Of Assets	0.00	0.00	0.00	0.80	0.80	160.00	200.00	0.00	0.00
401 : Correspondence With Agents	0.30	0.00	0.00	0.20	0.50	165.00	330.00	0.00	0.00
403 : Draft Witness Statements	0.00	0.00	0.00	7.00	7.00	976.40	139.49	0.00	0.00
405 : Review Of Witness Statements	1.50	0.00	0.00	3.10	4.60	1,140.00	247.83	0.00	0.00
410 : Our solicitors correspondence	6.80	0.00	0.00	4.10	10.90	3,675.00	337.16	1.00	330.00
413 : Internal Memo	0.00	0.00	1.30	0.10	1.40	8.80	88.00	0.00	0.00
414 : Correspondence with Debtor / Director	0.00	0.00	0.00	0.10	0.10	11.00	110.00	0.00	0.00
415 : Telephone Calls	0.30	0.00	0.00	0.00	0.30	135.00	450.00	0.00	0.00
Realisation of Assets	8.90	0.00	0.00	15.40	24.30	6,271.20	258.07	1.00	330.00
Total Hours	53.70	10.50	19.60	187.90	271.70	50,216.10	184.82	51.30	5,035.00
Total Fees Claimed						0.00			

* - Denotes codes included in cumulative data that are not present in the period.

NOTTINGHAM SECTIONAL BUILDINGS LTD (IN LIQUIDATION)

CHARGE-OUT RATES AND BASES OF CATEGORY 2 DISBURSEMENTS

Oury Clark Chartered Accountants Insolvency Department Disbursement Recovery Policy

Best Practice guidance classifies expenses into 2 categories.

Category 1 disbursements

These are defined as payments that are made directly by Oury Clark in relation to a specific case and include such items as statutory bonding, advertising and insurance, amongst others.

These disbursements will be recovered by Oury Clark from realisations at the exact amount expended. These disbursements are not subject to approval.

Category 2 disbursements

These are defined as shared or allocated costs of an incidental nature such as an amount charged for use of the office holder's facilities or supplies and may include photocopying, stationary and storage costs.

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

Internal meeting room for statutory meetings	£100.00 per meeting
Car mileage	£0.45 per mile
Storage of books and records and other files	£10.00 per archive box per year
Photocopying/printing	£0.15 per sheet
Fax	£0.40 per sheet
Oury Clark Solicitors	See charge out rates below:

Current Charge-out Rates for the firm

Time charging policy

Support staff do not charge their time to each case.

Support staff include cashier, secretarial and administration support.

The minimum unit of time recorded is 6 minutes.

The table below sets out the bandings of the applicable charge out rates:

From 1 July 2020

£ per hour

Partner	300 to 450
Manager	240 to 300
Senior	200 to 240
Administrator	120 to 200
Trainee	75 to 120

Any queries with regard to the disbursement policy should be submitted to contact@ouryclark.com in the First instance.

**NOTTINGHAM SECTIONAL BUILDINGS LTD
(IN LIQUIDATION)**

DETAILS OF WORK UNDERTAKEN BY THE LIQUIDATOR

Detail of work undertaken in the body of this Report.

