

Liquidator's Progress Report

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

S.192

To the Registrar of Companies

Company Number

05432258

Name of Company

(a) Insert full name of
company

(a) BB Glazing Limited

(b) Insert full name(s)
and address(es)

I (b) J M Tittley of Leonard Curtis of Hollins Mount, Hollins Lane, Bury, BL9 8DG

the liquidator of the company attach a copy of my Progress Report under section 192 of
the Insolvency Act 1986

The Progress Report covers the period 30 January 2013 to 29 January 2014

Signed



Date 28 March 2014

Presenter's name,
address and
reference
(if any)

TUESDAY



A31 *A34XBYFT* #68
01/04/2014
COMPANIES HOUSE



LEONARD CURTIS
BUSINESS RESCUE & RECOVERY

**BB Glazing Limited
(In Liquidation)**

**In the Manchester County Court
Court Ref: 2011 of 2013**

**Liquidator's first progress report prepared in accordance with Rule 4.49B
of the Insolvency Rules 1986 (as amended)**

30 January 2013 to 29 January 2014

Leonard Curtis
Hollins Mount, Hollins Lane, Bury, BL9 8DG
Tel. 0161 767 1250 Fax 0161 767 1240
recovery@leonardcurtis.co.uk
Ref B837P/SLL/DF001/09-B
Dated 28 March 2014

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1 INTRODUCTION

1.1 I was appointed as liquidator of BB Glazing Limited by the Secretary of State on 30 January 2013. I am licensed in the UK by the Institute of Chartered Accountants in England and Wales. I confirm that there has been no change in office-holder since the date of my appointment.

1.2 This report has been prepared in accordance with the requirements of Rule 4.49B of the Insolvency Rules 1986 (as amended) to provide creditors with a report on the progress of the liquidation.

2 CONDUCT OF THE LIQUIDATION

2.1 Book debts

After reviewing the company's books and records and following a meeting with the former company director, it has been established that there is insufficient evidence to pursue the claims against Speedwell Roofing and Cladding, EWS and Bans and Solaglass in respect of retentions.

2.2 Vehicle

The former company director indicated that the company was in possession of a Vauxhall Vivaro van, registration number SC09 WNY. The vehicle is subject to finance with Peugeot and in this regard, enquiries have been made; however, no response has been received from Peugeot Finance.

2.3 Hand tools

The directors disclosed several hand tools of nominal value. Due to the nominal value, no further action has been taken.

There are no further assets in this matter.

3 RECEIPTS AND PAYMENTS ACCOUNT

Attached at Appendix A is a summary of my receipts and payments for the period 30 January 2013 to 29 January 2014.

4 OUTCOME FOR CREDITORS

4.1 Secured creditors

There are no secured creditors in this matter.

4.2 Preferential creditors

There are no preferential creditors in this matter.

4.3 Unsecured non-preferential creditors

Various unsecured non-preferential creditor claims have been received to the value of £61,823.59. Based on the current information, there will be no distribution to unsecured non-preferential creditors.

5 LIQUIDATOR'S REMUNERATION AND DISBURSEMENTS AND CREDITORS' RIGHTS

5.1 Remuneration

A meeting of creditors has not yet been held to agree the basis of my remuneration. It is not my intention to convene a meeting of creditors to agree the basis of my remuneration.

Details of my time costs are summarised below:

	Hours No.	Average Rate / hr £	Total value of time £
Time recorded to date	29 0	241 09	6,991 50
Total liquidator's time costs	29 0	241 09	6,991 50

The time charged by me and my staff for the period of this report amounts to £6,991 50. This represents 29 hours at an average rate of £241 09 per hour. Attached at Appendix B is a time analysis which provides details of the activity costs incurred by staff grade during this period.

Further guidance may be found in "A Creditors' Guide to Liquidator's Fees" which may be downloaded from <http://www.leonardcurtis.co.uk/resources/creditorsguides>. If you would prefer this to be sent to you in hard copy, please contact this office on 0161 767 1250.

Total fees drawn at the date of this report amount to nil.

5.2 Category 2 disbursements

No disbursements of this kind have been incurred in this case.

5.3 Other disbursements and expenses

I have also incurred other disbursements and expenses during the period of this report. These expenses are detailed in the tables below, which also indicates whether these expenses and disbursements have yet been paid from case funds.

Nature of disbursement	By whom provided	Total amount incurred to date £	Amount paid £	Amount unpaid £
Statutory advertising	Courts Advertising	84 60	0 00	84 60
Software licence	Pelstar Computing	75 00	0 00	75 00
Bordereau fee	AUA Insolvency Risk Services	40 00	0 00	40 00
Total		199 60	0 00	199 60

Nature of expenses	By whom provided	Total amount incurred to date £	Amount paid £	Amount unpaid £
Petition costs	HM Revenue and Customs	1,995 00	0 00	1,995 00
OR debit balance	The Insolvency Service	1,070 00	0 00	1,070 00
Bank fee	The Insolvency Service	88 00	0 00	88 00
Total		3,153 00	0 00	3,153 00

Attached at Appendix C is additional information in relation to the firm's policy on staffing, the use of subcontractors, disbursements and details of our current charge-out rates by staff grade. Please note with effect from 6 January 2014 the charge-out rates have increased. During the liquidation the following professional advisors and / or subcontractors have been used:

Name of Professional Advisor	Service Provided	Basis of Fees
Pelstar Computing	IT support	Fixed fee

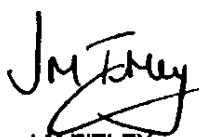
5.4 Creditors' rights

Any secured creditor, or an unsecured creditor (with the concurrence of at least 5% in value of the unsecured creditors) or any unsecured creditor with the permission of the Court, may within 21 days of the receipt of this report make a request in writing to me for further information about the remuneration or expenses incurred for the period of this report.

In addition to the above, any secured creditor, or an unsecured creditor (with the concurrence of at least 10% in value of the unsecured creditors) or any unsecured creditor with the permission of the Court, may within 8 weeks of receipt of this report make an application to Court on the grounds that the basis fixed for my remuneration, the remuneration charged or the expenses incurred by me for the period 30 January 2013 to 29 January 2014, are excessive.

If you require further information please contact my office in writing. Electronic communications should include full postal address.

Yours faithfully



J M TITLEY
LIQUIDATOR

Licensed in the UK by the Institute of Chartered Accountants in England and Wales

APPENDIX A

ACCOUNT OF LIQUIDATOR'S RECEIPTS AND PAYMENTS FOR THE PERIOD FROM
30 JANUARY 2013 TO 29 JANUARY 2014

	Estimated to realise	Realised 30/01/2013 to 29/01/2014	Cumulative
	£	£	£
RECEIPTS			
Book debts	11,575 00	0 00	0 00
	<u>11,575 00</u>	<u>0 00</u>	<u>0 00</u>
PAYMENTS			
Official Receiver's debit balance		1,070 00	1,070 00
Bank fee		88 00	88 00
		<u>1,158 00</u>	<u>1,158 00</u>
BALANCE IN HAND			<u>(1,158 00)</u>

This account has been reconciled with that held by the Insolvency Service

APPENDIX B

SUMMARY OF LIQUIDATOR'S TIME COSTS FOR THE PERIOD FROM
30 JANUARY 2013 TO 29 JANUARY 2014

	Director		Manager 1		Manager 2		Administrator 1		Administrator 2		Administrator 4		Total	Average Hourly Rate £
	Units	Cost £	Units	Cost £	Units	Cost £	Units	Cost £	Units	Cost £	Units	Cost £		
Statutory & Review	-	-	36	1,188 00	63	1,795 50	23	529 00	22	462 00	45	607 50	189	4,582 00
Receipts & Payments	-	-	-	-	-	-	-	-	-	-	9	126 00	9	126 00
Insurance	-	-	-	-	-	-	-	-	-	-	3	40 50	3	40 50
Assets	-	-	33	1,089 00	11	313 50	-	-	-	-	15	202 50	59	1,605 00
Liabilities	-	-	-	-	-	-	-	-	-	-	8	108 00	8	108 00
General Administration	7	297 50	-	-	-	-	-	-	4	84 00	11	148 50	22	530 00
Total	7	297 50	69	2,277 00	74	2,109 00	23	529 00	26	546 00	91	1,233 00	290	6,991 50
Average Hourly Rate (£)		<u>425 00</u>		<u>330 00</u>		<u>285 00</u>		<u>230 00</u>		<u>210 00</u>		<u>135 49</u>		<u>241 09</u>
All Units are 6 minutes														

APPENDIX C

ADDITIONAL INFORMATION IN RELATION TO THE POLICY OF LEONARD CURTIS REGARDING FEES AND DISBURSEMENTS

The following information relating to the policy of Leonard Curtis is considered to be relevant to creditors

Staff Allocation and Support Staff

We take an objective and practical approach to each assignment which includes active director involvement from the outset. Other members of staff will be assigned on the basis of experience and specific skills to match the needs of the case. Time spent by secretarial and other support staff on specific case related matters, e.g. report despatching, is not charged. Where it has been agreed by resolution of the secured creditors, a creditors' committee or creditors generally, that the office holders' remuneration will be calculated by reference to the time properly given by the office holders and their staff in attending to matters arising in the appointment, then such remuneration will be calculated in units of 6 minutes at the standard hourly rates given below. In cases of exceptional complexity or risk, the insolvency practitioner reserves the right to obtain authority from the appropriate body of creditors that their remuneration on such time shall be charged at the higher complex rate given below. With effect from 6 January 2014 the following hourly charge out rates apply to all assignments undertaken by Leonard Curtis.

	Standard £	Complex £
Director	450	562
Senior Manager	410	512
Manager 1	365	456
Manager 2	320	400
Administrator 1	260	325
Administrator 2	230	287
Administrator 3	210	262
Administrator 4	150	187
Support	0	0

Subcontractors

Details and the cost of any work which has been or is intended to be sub-contracted out that could otherwise be carried out by the office holders or their staff will be provided in any report which incorporates a request for approval of the basis upon which remuneration may be charged.

Professional Advisors

Details of any professional advisor(s) used will be given in reports to creditors. Unless otherwise indicated the fee arrangement for each is based on hourly charge out rates, which are reviewed on a regular basis, together with the recovery of relevant disbursements. The choice of professional advisors is based around a number of factors including, but not restricted to, their expertise in a particular field, the complexity or otherwise of the assignment and their geographic location.

Disbursements

- a) Category 1 disbursements. These are costs where there is specific expenditure directly referable both to the appointment in question and a payment to an independent third party. These may include, for example, advertising, room hire, storage, postage, telephone charges, travel expenses, and equivalent costs reimbursed to the office holder or his or her staff. Category 1 disbursements may be drawn without prior approval.
- b) Category 2 disbursements. These are costs that are directly referable to the appointment in question but not to a payment to an independent third party. They may include shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis, for example, business mileage. In the event of charging for category 2 disbursements the following items of expenditure are recharged on this basis and are believed to be in line with the cost of external provision:

Internal photocopying	10p per copy
General stationery, postage, telephone etc	£100 per 100 creditors/ members or part thereof
Storage of office files (6 years)	£66.09 per box
Business mileage	45p per mile

Category 2 disbursements may be drawn if they have been approved in the same manner as an office holder's remuneration.