

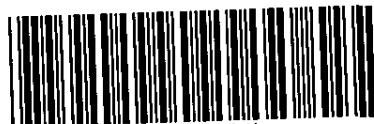
# AM10

## Notice of administrator's progress report



Companies House

SATURDAY



A06 27/01/2018 #133  
COMPANIES HOUSE

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nieshouse

<b>1</b>	<b>Company details</b>		<b>→ Filling in this form</b> Please complete in typescript or in bold black capitals.
Company number	0 5 7 5 7 2 2 1		
Company name in full	ADBDA Realisations Limited (formerly ADB Alarms Limited)		
<b>2</b>	<b>Administrator's name</b>		
Full forename(s)	Dean		
Surname	Nelson		
<b>3</b>	<b>Administrator's address</b>		
Building name/number	St Helens House		
Street	King Street		
Post town	Derby		
County/Region			
Postcode	D E 1 3 E E		
Country			
<b>4</b>	<b>Administrator's name ①</b>		
Full forename(s)	Nicholas Charles Osborn		<b>① Other administrator</b> Use this section to tell us about another administrator.
Surname	Lee		
<b>5</b>	<b>Administrator's address ②</b>		
Building name/number	158		<b>② Other administrator</b> Use this section to tell us about another administrator.
Street	EDMUND STREET		
Post town	BIRMINGHAM		
County/Region			
Postcode	B 3 2 H B		
Country			

# AM10

## Notice of administrator's progress report

### 6 Period of progress report

From date	d	2	d	6	m	0	m	6	y	2	y	0	y	1	y	7
To date	d	2	d	5	m	1	m	2	y	2	y	0	y	1	y	7

### 7 Progress report

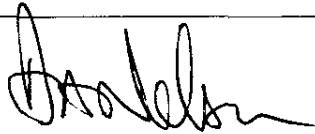
☒ I attach a copy of the progress report

### 8 Sign and date

Administrator's  
signature

Signature

X



X

Signature date

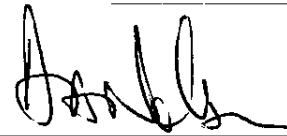
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**ADBDA Realisations Limited (formerly ADB Alarms Limited)**  
**(In Administration)**  
**Joint Administrators' Summary of Receipts & Payments**

Statement of Affairs £		From 26/06/2017 To 25/12/2017 £	From 26/06/2017 To 25/12/2017 £
	<b>SECURED ASSETS</b>		
NIL	Goodwill	4,000.00	4,000.00
	Customer Contracts and Customer Lis	7,000.00	7,000.00
		<u>11,000.00</u>	<u>11,000.00</u>
	<b>SECURED CREDITORS</b>		
(7,920.00)	Barclays Bank Charge	3,789.12	3,789.12
		<u>(3,789.12)</u>	<u>(3,789.12)</u>
	<b>HIRE PURCHASE</b>		
18,600.00	Motor Vehicles	9,000.00	9,000.00
(27,627.06)	Motor Vehicle Finance	NIL	NIL
		<u>9,000.00</u>	<u>9,000.00</u>
	<b>ASSET REALISATIONS</b>		
720.00	Plant, Machinery & Stocks	1,998.00	1,998.00
300.00	Office Equipment	NIL	NIL
300.00	Motor Vehicles	500.00	500.00
7,445.53	Book Debts	7,313.80	7,313.80
NIL	Other Debtors	NIL	NIL
	Seller's Records	2.00	2.00
		<u>9,813.80</u>	<u>9,813.80</u>
	<b>COST OF REALISATIONS</b>		
	Specific Bond	108.00	108.00
	Joint Administrators' Post-App Fees	NIL	NIL
	Joint Administrators' Pre-App Fees	9,518.00	9,518.00
	Agents/Valuers Pre- Appointment Fee	NIL	NIL
	Debt Collection Fees	NIL	NIL
	Post-Appointment Legal Fees	800.00	800.00
	Pre-Appointment Legal Fees	5,062.00	5,062.00
	Pre-Appointment Legal Disbursement	110.00	110.00
	Statutory Advertising	73.00	73.00
	Insolvency Notices	NIL	NIL
		<u>(15,671.00)</u>	<u>(15,671.00)</u>
	<b>PREFERENTIAL CREDITORS</b>		
(9,790.65)	Employee Arrears/Hol Pay	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
	<b>UNSECURED CREDITORS</b>		
(31,459.10)	Trade & Expense Creditors	NIL	NIL
(33,302.23)	Employees' Arrears of Redundancy & P	NIL	NIL
(13,714.47)	Director's Loan Account	NIL	NIL
(3,788.84)	Barclaycard	NIL	NIL
(119,861.95)	HM Revenue & Customs - VAT	NIL	NIL
(22,293.90)	HM Revenue & Customs - PAYE/NI	NIL	NIL
(4,572.37)	Accruals	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
	<b>DISTRIBUTIONS</b>		
(100.00)	Ordinary Shareholders	NIL	NIL

**ADBDA Realisations Limited (formerly ADB Alarms Limited)**  
**(In Administration)**  
**Joint Administrators' Summary of Receipts & Payments**

Statement of Affairs £	From 26/06/2017 To 25/12/2017 £	From 26/06/2017 To 25/12/2017 £
	NIL	NIL
<b>(247,065.04)</b>	<b>10,353.68</b>	<b>10,353.68</b>
REPRESENTED BY		
Vat Receivable		1,925.20
Floating Charge Account		8,428.48
		<b>10,353.68</b>



Dean Nelson  
Joint Administrator

*NB:  
THE AMOUNTS STATED ARE  
NET OF VAT*

**In the High Court of Justice, Chancery Division, Manchester District Registry,  
No. 4655 of 2017**

**ADBDA Realisations Limited (formerly ADB Alarms Limited)  
(In Administration)**

**The Joint Administrators' Progress Report to 25 December 2017**

**Dean Anthony Nelson**

**Smith Cooper**

**St Helen's House, King Street, Derby, DE1 3EE**

**01332 332 021**

**Nicholas Charles Osborn Lee**

**Smith Cooper**

**158 Edmund Street, Birmingham, B3 2HB**

**0121 236 6789**

This report has been prepared for the sole purpose of updating the creditors 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.

Dean Nelson and Nicholas Charles Osborn Lee were appointed Joint Administrators of ADBDA Realisations Limited (formerly ADB Alarms Limited) on 26 June 2017. The affairs, business and property of the Company are managed by the Joint Administrators. The Joint Administrators act as agents of the Company and contract without personal liability.

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**ADBDA Realisations Limited(formerly ADB Alarms Limited) (In Administration)**  
**The Joint Administrators' Progress Report to 25 December 2017**

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**1. EXECUTIVE SUMMARY**

This report describes the progress since the commencement of the Administration ("the Review Period").

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

**1.1 Asset realisations**

<b>Asset</b>	<b>Estimated to realise per SoA £</b>	<b>Realisations during the Review Period £</b>	<b>Anticipated future realisations £</b>	<b>Total anticipated realisations £</b>	<b>Report Section</b>
<b>Assets subject to a fixed charge</b>					
Goodwill	Nil	4,000	-	4,000	3.3
Customer contracts and customer list	-	7,000	-	7,000	3.3
<b>Assets subject to a floating charge</b>					3.3
Motor vehicles (net of finance)	Nil	9,000	-	9,000	3.3
Plant, Machinery & Stocks	720	1,998	-	1,998	3.3
Office equipment	300	-	-	-	3.3
Motor vehicles	300	500	-	500	3.3
Book debts	7,446	7,314	1,997	9,311	3.3
Seller's Records	Nil	2	-	2	3.3
<b>Total</b>	<b>8,766</b>	<b>29,814</b>	<b>1,997</b>	<b>31,811</b>	

**ADBDA Realisations Limited(formerly ADB Alarms Limited) (In Administration)**  
**The Joint Administrators' Progress Report to 25 December 2017**

**1.2 Expenses / Fees**

<b>Expenses / Fees</b>	<b>Estimated Expenses / Fees, per Proposals</b>	<b>Expenses / Fees incurred during the Review Period</b>	<b>Anticipated further expenses / fees to closure</b>	<b>Total anticipated expenses / fees</b>	<b>Report Section</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
Specific Bond	108	108	-	108	6.3
Administrators' Pre-Appointment Fees	13,081	13,081	-	13,081	6.1
Solicitors' Pre-Appointment Legal Fees & Disbursements	7,066	7,066	-	7,066	6.1
Solicitors' Post-Appointment Legal Fees	2,500	800	-	800	6.4
Agents' Pre-Appointment Fees	350	350	-	350	6.1
Administrators' Post-Appointment Fees	25,457	22,691	10,244	32,935	6.3
Insolvency Notices	5	5	-	5	6.3
Debt Collection Agent's Fees	1,197	-	246	246	
Statutory Advertising	292	73	-	73	6.3
Specific Bond	108	108	-	108	6.3
<b>Total</b>	<b>50,164</b>	<b>44,282</b>	<b>10,490</b>	<b>54,772</b>	

Please note that the amounts denoted above are net of VAT.

**1.3 Dividend prospects**

<b>Creditor class</b>	<b>Dividend / Distribution paid to date (p in £)</b>	<b>Anticipated Further Dividend / Distribution (p in £)</b>	<b>Anticipated Total Dividend / Distribution (p in £)</b>
Secured creditor	100	Nil	100
Preferential creditors	Nil	Nil	Nil
Unsecured creditors	Nil	Nil	Nil



#### **1.4 Summary of key issues outstanding**

The outstanding key issues are as follows:

- Realisation of the outstanding book debts;
- Conclusion of the Joint Administrators' investigations; and
- The formalities regarding the Joint Administrators' release from office and liability.

#### **1.5 Closure**

Based on current information, it is anticipated that the Administration will be concluded within the next 6 months.

### **2. ADMINISTRATORS' PROPOSALS**

#### **2.1 Introduction**

As previously reported to creditors, the Administrators concluded that the objective in Paragraph 3(1)(a) of Schedule B1 of the Act would not be achieved, and presently there are insufficient funds available for a distribution to the unsecured creditors.

Consequently, the Administrators will perform their functions in relation to the Company with the objectives set out in Paragraph 3(1)(c) of Schedule B1 of the Act, which is to make a distribution to one or more secured or preferential creditors, provided that this does not unnecessarily harm the interests of the creditors of the Company as a whole.

Creditors will note from the EoS included at Appendix III, that a payment has been made to the secured creditor. Therefore, the Administrators have met the objectives set out in Paragraph 3(1)(c) of Schedule B1 of the Act

The Administrators' Proposals in order to achieve this objective, were deemed approved by creditors on 21 July 2017, and are stated as follows:

- 1) the Joint Administrators continue to manage the business, affairs and property of the Company in order to achieve the purpose of the Administration, in particular that:
  - a) they collect the remaining sale consideration, in relation to sale of the business and assets;
  - b) they investigate and, if appropriate, pursue any claims that the Company may have against any person, firm or company, whether in contract or otherwise, including any officer or former officer of the Company or any person, firm or company that supplies or has supplied goods or services to the Company; and
  - c) they do all such things and generally exercise all their powers as Joint Administrators as they consider desirable or expedient at their discretion in order to achieve the purpose of the Administration or protect and preserve the assets of the Company or maximise the realisations of those assets, or of any purpose incidental to these activities.
- 2) the Joint Administrators make distributions to any secured or preferential creditors in accordance with Paragraph 65 of Schedule B1 of the Act. Further, they may make a distribution to unsecured creditors, having first sought the court's permission in accordance with Paragraph 65(3) of Schedule B1 of the Act where necessary;

- 3) that the creditors' committee, if one is appointed, be asked to agree that the basis of the Joint Administrators' fees be fixed by reference to the time properly given by the Joint Administrators and their 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 Smith Cooper at the time the work is performed (plus VAT), and asked to agree the Joint Administrators' Category 2 disbursements;
  - 4) that, in the absence of a creditors' committee, the secured creditors of the Company shall be asked to fix the basis of the Joint Administrators' fees by reference to the time properly given by the Joint Administrators and their 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 Smith Cooper at the time when the work is performed;
  - 5) that, if a creditors' committee is not appointed, the Joint Administrators' Pre-Administration Costs as detailed in the Appendix to the Joint Administrators' Proposals be approved by the secured creditors of the Company. Also that the Joint Administrators be authorised to discharge such costs plus VAT, from the Administration estate; and
  - 6) that, in the absence of a creditors' committee, the relevant creditors of the Company agree that the Joint Administrators end the Administration in one of the following ways, appropriate to the circumstances of the case at the time:
    - a) in the event that there is no remaining property that might permit a distribution to the Company's creditors, they shall file a notice of dissolution of the Company pursuant to Paragraph 84 of Schedule B1 of the Act; or
    - b) however, in the event that the Joint Administrators think that a distribution will be made to unsecured creditors (and they have not sought the court's permission, and are otherwise unable, to pay the distribution whilst the Company is in Administration), they shall send to the registrar of companies notice to move the Company from Administration to Creditors' Voluntary Liquidation. In such circumstances, Dean Anthony Nelson and Nicholas Charles Osborn Lee will be appointed Joint Liquidators and will be authorised to act either jointly or separately in undertaking their duties as Liquidator. Creditors may nominate a different person or persons as the proposed liquidator or liquidators in accordance with Paragraph 83(7)(a) of Schedule B1 of the Act and Rule 3.60(6)(b) of the Rules, but they must make the nomination or nominations at any time after they receive the Statement of Proposals, but before it is approved. Information about the process of approval of the Statement of Proposals is set out at Section 8; or
    - c) alternatively, and should there be no likely funds to distribute to unsecured creditors, the Joint Administrators may seek to place the Company into Compulsory Liquidation in order to bring proceedings that only a Liquidator may commence for the benefit of the estate. In such circumstances, Dean Anthony Nelson and Nicholas Charles Osborn Lee may ask the court that they be appointed Joint Liquidators, to act either jointly or separately in undertaking their duties as Liquidator.
-

## **2.2 Progress on and achievement of the approved Proposals**

I have summarised below the progress and current status in respect of each of the approved proposals:

<b>Proposal</b>	<b>Current status</b>
1	a) Completed - the Joint Administrators have realised the remaining deferred consideration, in respect of the sale of business and assets, during the Review Period. See section 3.2 for further details. b) Ongoing – for further information regarding the Joint Administrators' investigations, see section 5. c) Ongoing
2	Completed – see section 4.1 for further details.
3	Not applicable - no Creditors' Committee has been formed.
4	Completed – see section 6.2 for further details.
5	Completed – see section 6.1 for further details.
6	In progress - it is anticipated that the Administration will conclude by way of dissolution, prior to the anniversary of the Administration.

Further information in respect of the realisation of assets, the status of liabilities, and the estimated outcome for creditors, is contained in the following sections of this report.

## **3. THE PROGRESS OF THE ADMINISTRATION**

### **3.1 The Joint Administrators' R&P**

Attached at Appendix II is the Joint Administrators' R&P for the Review Period.

The rest of this report describes the key developments in the Administration over the Review Period. For a detailed list of work undertaken by the Joint Administrators as a whole, see Appendix V.

In this section, we have summarised the main asset realisations during the Review Period and an estimation of the those assets yet to be realised, together with details of the associated costs incurred but as yet remaining unpaid.

### **3.2 Administration (including statutory reporting)**

The Joint Administrators have met 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 administration, which has ensured that the Joint Administrators and their staff have carried out their work to high professional standards.

During the Review Period, primarily these tasks have included:

- Informing all relevant persons of the commencement of the Administration, including filing statutory documents at Companies House and meeting statutory advertising requirements;
  - Issuing the Joint Administrators' Proposals, seeking relevant creditors' approvals and issuing notice of the outcome;
  - Drafting and issuing the progress report to creditors;
  - Consulting with and instructing staff and independent advisers as regards practical and technical 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 Joint Administrators that materially affect the administration;
  - Monitoring and maintaining an adequate statutory bond;
-

- Conducting periodic case reviews to ensure that the administration is progressing efficiently, effectively and in line with the statutory requirements;
- Maintaining and updating the estate cash book and bank accounts, including regular bank reconciliations and processing receipts and payments;
- Completing periodic tax returns;
- Collecting the consideration due to the Company by the Purchaser, regarding the sale of the Company's business and assets;
- Liaising with Company's former management regarding the realisation of the outstanding book debts;
- Preparing and issuing the report in conjunction with the Joint Administrators' request for approval of the quantum and basis of their remuneration;
- Reviewing the Company's bank statements; and
- Ascertaining the merits of potential antecedent transactions.

### **3.3 Realisation of assets**

#### **Sale of Business and Assets**

As previously reported in the Joint Administrators Proposals, the Company's business and assets were sold to the Purchaser, following a 10-day marketing campaign, for £22.5k.

The consideration of c.£22.5k was to be paid on a deferred basis, however this has now been received in full.

For creditors' information, the Purchaser is connected to the Company by virtue of common Directorship and Shareholding. Further details of the Company's connection to the Purchaser were disclosed in the Proposals.

#### **Office Equipment**

John Pye & Sons Limited, who are professional independent agents with adequate professional indemnity insurance, were instructed to value the Company's tangible assets.

Due to the age and condition of the Company's office equipment, it was anticipated that the costs of removing the goods would exceed the estimated value of the assets.

Accordingly, no value was therefore placed on the office equipment.

#### **Book Debts**

The Company's outstanding book debts totalled c.£11.6k, at the date of Administration, per the SoA, and it was estimated that c.£7.4k would be realised.

To retain goodwill, the Purchaser agreed to assist the Joint Administrators with the collection of the outstanding book debts. During the Review Period, a total of c.£7.3k has been realised to date.

Following correspondence with several debtors, it became apparent that a number of debts, totalling c.£1.3k, had been retained by the Company's former credit card provider. As yet, the credit card provider has failed to respond to the Joint Administrators' correspondence. However, it is envisaged that the Joint Administrators will recover all monies held by the card company.

With regards to the residual outstanding book debts, it is anticipated that the Joint Administrators will recover a further c.£0.7k.

The Joint Administrators therefore anticipate that a further c.£2k will be realised in respect of the outstanding book debts, and an update will be provided to creditors in our next report.

### **3.4 Estimated future realisations**

As mentioned above, the Joint Administrators anticipate a further c.£2k being recovered in respect of the book debts.

Furthermore, the Joint Administrators are currently investigating whether any Rights of Action exist, which may result in additional funds in the estate.

### **3.5 Costs incurred but remaining unpaid**

Creditors will note that the costs incurred during the Review Period, but which as yet remain unpaid, are denoted in section 6 and Appendix VI.

## **4. CREDITORS: CLAIMS AND DISTRIBUTIONS**

### **4.1 Secured creditors**

As previously reported in the Administrators' Proposals the Company granted fixed and floating charge security over all property and undertakings to the Bank. Security was given on 16 September 2008, and the estimated value of the Bank's indebtedness was c.£8k, as at 26 June 2017.

During the Review Period, the Bank submitted a claim in the amount £3.8k, and also indicated that interest would be charged on the outstanding amount. Accordingly, a first and final dividend distribution of £3.8k (being c.100p in the £) was declared to the Bank, under its fixed charge over the Company's Goodwill, Customer Contracts and Customer List, on 10 August 2017.

Following the distribution, the Bank agreed to refund the post appointment interest charged, and subsequently, the Joint Administrators received a refund of c.£18.

No further distributions to the secured creditors are anticipated, as shown in the EoS at Appendix III.

### **4.2 Preferential creditors**

As previously reported to creditors, it is unlikely that there will be any preferential claims arising from employees' arrears of pay and holiday pay claims, due to the transfer of undertaking on the Sale. The Purchaser will be undertaking all obligations to settle any claims relating to the employees' arrears of pay and holiday pay. There are no other known outstanding preferential claims.

### **4.2. Prescribed Part**

Under Section 176A of the Insolvency Act 1986, where after 15 September 2003 a company has granted to a creditor a floating charge, a proportion of the net property of the company must be made available purely for the unsecured creditors. This equates to:

- 50% of net property up to £10,000;
- Plus, 20% of net property in excess of £10,000.
- Subject to a maximum of £600,000.

As the secured creditor has been paid in full from goodwill recoveries under its fixed charge, the PP will not apply in this matter, as there is no residual liability due to it under its floating charge security.

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#### **4.3 Unsecured creditors**

As demonstrated in the EoS attached at Appendix III, on the basis of the costs incurred to date, and the estimated further costs to be incurred in bringing the Administration to a conclusion, it is not anticipated that there will be a dividend distribution to the unsecured creditors, in this matter.

Creditors' claims, as per the SoA, totalled c.£247k. During the Review Period, unsecured claims totalling c.£125k have been received.

### **5. INVESTIGATIONS**

#### **5.1 Investigations**

The Joint Administrators have a statutory obligation to submit a report on the Director's conduct, to the Insolvency Service, and I confirm that this report was duly submitted on 26 September 2017.

The content of this report is confidential, and as such will not be disclosed to creditors.

#### **5.2 Initial Assessment of Potential Recoveries**

As part of our duties as Joint Administrators, we are obliged to review shortly after appointment all the information available to us and conduct an initial assessment of whether there are any matters which may lead to any recoveries for the benefit of creditors. This would typically include any potential claims which may be brought against parties either connected to or who have past dealings with the Company.

This initial assessment revealed matters that the Joint Administrators consider merit further investigation. At this juncture, the Administrators are not disclosing the details of the investigation, as they do not want to potentially risk prejudicing on-going or contemplated proceedings.

#### **5.2. EC Regulations**

Council Regulation (EU) No 1346/2000 applies and these are the main proceedings as defined in that regulation.

### **6. THE JOINT ADMINISTRATORS' FEES AND EXPENSES**

#### **6.1. Pre-Administration Costs**

On 6 June 2017, the Director agreed with the proposed Joint Administrators that Smith Cooper be paid fees for work done prior to the Administration.

This was on the basis of time costs incurred by the Insolvency Practitioners and their staff at their standard charge-out rates plus VAT, and related expenses for the following tasks and matters, that were considered to be necessary in placing the Company into Administration.

The services provided for which the fees charged were incurred, include the following:

- Attending site and initial calls with the Director and the financial controller, to review the Company's financial position and discuss the options available;
  - Liaising with the secured creditor to discuss the proposed strategy;
  - Filing the first and second Notice of Intention to Appoint an Administrator ("NOTA"), and the Joint Administrators' appointment documents;
  - Reviewing management accounts and preparing an estimated statement of financial position, to understand the Company's ability to continue trading and sale on a going concern basis;
-

**ADBDA Realisations Limited(formerly ADB Alarms Limited) (In Administration)**  
**The Joint Administrators' Progress Report to 25 December 2017**

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- Preparing a sale of business flyer and sales particulars to circulate to potentially interested parties and passing to the financial controller for review;
- Issue the sale of business flyer on a no names basis to c.8.2k business in similar industries within a 150 miles radius from the Company's trading premises;
- Responding to queries raised and preparing Non-Disclosure Agreements to 12 interested parties, and subsequently dispatching 10 confidential sales particulars;
- Negotiating with interested parties regarding offers and terms of the sale of the business and assets;
- Instructing our agents to provide valuations and to review the offers for the chattel assets and book debts / work in progress, respectively; and
- Instructing solicitors to draft the APA and associated sale documentation and reviewing the documents and changes made by the Purchaser's solicitors.

In conducting the above work, the following costs (net of VAT) were incurred:

	£
Smith Cooper's time costs	13,081
Agents' costs	350
Solicitors' costs	6,956
Solicitors' disbursements	110
<b>Total</b>	<b><u>20,497</u></b>

Attached at Appendix V is a breakdown of the time costs of the Joint Administrators and their staff, incurred prior to Administration, and included within Appendix VII are the Joint Administrators charge-out rates and bases of disbursements.

The payment of the unpaid pre-Administration costs was subsequently ratified by unsecured creditors, by virtue of a vote by correspondence, on 24 November 2017.

Given the paucity of asset realisations the Joint Administrators and the Solicitors have agreed to apportion and restrict their costs, as detailed below:

<b>Cost</b>	<b>Costs incurred (£)</b>	<b>Costs to be discharged (£)</b>	<b>Costs to be written-off (£)</b>
Joint Administrators' pre-appointment time costs	13,081	9,518	3,563
Solicitors' pre-appointment time costs	6,956	5,062	1,894
<b>Total</b>	<b>20,037</b>	<b>14,580</b>	<b>5,457</b>

Please note that the amounts denoted above are net of VAT.

## **6.2. Basis of Remuneration**

On 24 November 2017, creditors resolved that the basis of the Joint Administrators' fees be fixed on the following basis:

- *"That the Joint Administrators' fees be fixed by reference to the time given by them and their staff in attending to matters arising in the Administration, as set out in the fee estimate, such time to be charged at the hourly charge out rate of the grade of staff undertaking the work at the time it was undertaken."*

A breakdown of the time costs incurred during the Review Period is provided at Appendix IV and further information regarding the charge-out rates of the Joint Administrators and their staff is provided at Appendix VII.

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"A Creditors' Guide to Administrators' Remuneration" is available for download at <https://goo.gl/tWX2wb>.

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

### **6.3. Remuneration and Expenses during the Review Period**

Remuneration incurred during the Review Period is summarised at Appendix IV, which shows the Joint Administrators' time costs totalled c.£22.3k relating to c.156 hours at an average hourly rate of c.£142. No fees have been drawn on account of time costs incurred.

The work has been categorised into the following task headings and sub categories which is detailed further in Appendix IV:

- **Administration and planning** includes case planning, maintenance of our case files and insolvency case record; statutory reporting; compliance; cashiering; accounting and administrative functions.
- **Realisation of assets** includes dealing with the sale of the Company's business and assets as a going concern; dealing with matters regarding the Company's leasehold property and matters concerning the realisation of the outstanding book debts.
- **Investigations** includes investigating the Company's affairs; compiling information in relation to various potential antecedent transactions; submitting the statutory report to the Insolvency Service.
- **Creditors** corresponding with trade creditors and customer creditors; review and adjudicate the secured creditor's claim; paying a distribution to the secured creditor; issuing the remuneration report to the unsecured creditors; and seeking fee authority.

A comparison between the Joint Administrators' time costs incurred to date (whether or not they have been charged to the Administration estate) and the original fees estimate is attached at Appendix V.

A comparison between the Expenses estimate and expenses during the Review Period is attached at Appendix VI for creditors' information.

Having regard for the costs that are likely to be incurred in bringing this Administration to a close, the Joint Administrators consider that:

- the original fees estimate is unlikely to be exceeded; and
- the original expenses estimate is unlikely to be exceeded.

### **6.4 Other professional costs**

HP, a firm of lawyers with the appropriate insolvency expertise, experienced in dealing with both contentious and non-contentious related matters have been instructed to assist with:

- Changing the name of the Company, as per the Sale and Purchase Agreement;
- Reviewing the validity of the Bank's charge.

HP's fees have been agreed on a fixed basis, and were reviewed by the Administrators' staff before being approved for payment, to ensure that the time and cost incurred accurately reflects the complexity of the assignment.

During the Review Period, HP's post-appointment legal fees of £0.8k plus VAT have been discharged in full.

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## **6.5 Creditors' right to request information**

Any secured creditor, or unsecured creditor with the support of at least 5% in value of the unsecured creditors or with permission of the Court, may request in writing the Joint Administrators to provide additional information regarding fees or expenses to that already supplied within this report. Such requests must be made within 21 days of receipt of this report.

## **6.6 Creditors' right to challenge fees and/or expenses**

Any secured creditor, or unsecured creditor with the support of at least 10% in value of the unsecured creditors or with permission of the Court, may apply to the Court for one or more orders, reducing the amount or the basis of fees which the Joint Administrators are entitled to charge or otherwise challenging some or all of the expenses incurred.

Such applications must be made within 8 weeks of receipt by the applicant(s) of the progress report detailing the fees and/or expenses being complained of.

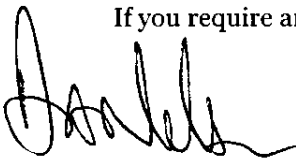
Please note that such challenges may not disturb fees or expenses (whether or not discharged from the estate) disclosed in prior progress reports.

## **7 CONCLUSION**

The Administration will continue in order to finalise the following outstanding matters:

- Realisation of the outstanding book debts;
- Conclusion of the Joint Administrators' investigations; and
- The formalities regarding the Joint Administrators' release from office and liability.

If you require any further information please contact Connor Gratton on 01332 332 021.



**D A Nelson**  
**Joint Administrator**

Dean Nelson and Nicholas Charles Osborn Lee were appointed Joint Administrators of ADBDA Realisations Limited (formerly ADB Alarms Limited) on 26 June 2017. The affairs, business and property of the Company are managed by the Joint Administrators. The Joint Administrators act as agents of the Company and contract without personal liability.

**ADBDA REALISATIONS LIMITED (FORMERLY ADB ALARMS LIMITED)  
(IN ADMINISTRATION)**

**STATUTORY INFORMATION**

Company Name	ADBDA Realisations Limited
Previous Names	ADB Alarms Limited
Proceedings	In Administration
Court	In the High Court of Justice, Chancery Division, Manchester District Registry
Court Reference	4655 of 2017
Date of Appointment	26 June 2017
Joint Administrators	Dean Anthony Nelson Smith Cooper St Helen's House King Street Derby DE1 3EE  Nicholas Charles Osborn Lee Smith Cooper 158 Edmund Street Birmingham B3 2HB
Registered office address	c/o Smith Cooper St Helen's House, King Street, Derby, DE1 3EE
Company Number	05757221
Appointment by	Director

**ADBDA REALISATIONS LIMITED (FORMERLY ADB ALARMS LIMITED)  
(IN ADMINISTRATION)**

**THE JOINT ADMINISTRATORS' R&P**

**ADBDA Realisations Limited (formerly ADB Alarms Limited)**  
**(In Administration)**  
**Joint Administrators' Summary of Receipts & Payments**

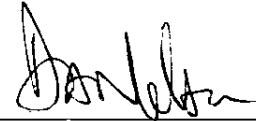
Statement of Affairs £		From 26/06/2017 To 25/12/2017 £	From 26/06/2017 To 25/12/2017 £
	<b>SECURED ASSETS</b>		
NIL	Goodwill	4,000.00	4,000.00
	Customer Contracts and Customer Lis	7,000.00	7,000.00
		11,000.00	11,000.00
	<b>SECURED CREDITORS</b>		
(7,920.00)	Barclays Bank Charge	3,789.12	3,789.12
		(3,789.12)	(3,789.12)
	<b>HIRE PURCHASE</b>		
18,600.00	Motor Vehicles	9,000.00	9,000.00
(27,627.06)	Motor Vehicle Finance	NIL	NIL
		9,000.00	9,000.00
	<b>ASSET REALISATIONS</b>		
720.00	Plant, Machinery & Stocks	1,998.00	1,998.00
300.00	Office Equipment	NIL	NIL
300.00	Motor Vehicles	500.00	500.00
7,445.53	Book Debts	7,313.80	7,313.80
NIL	Other Debtors	NIL	NIL
	Seller's Records	2.00	2.00
		9,813.80	9,813.80
	<b>COST OF REALISATIONS</b>		
	Specific Bond	108.00	108.00
	Joint Administrators' Post-App Fees	NIL	NIL
	Joint Administrators' Pre-App Fees	9,518.00	9,518.00
	Agents/Valuers Pre- Appointment Fee	NIL	NIL
	Debt Collection Fees	NIL	NIL
	Post-Appointment Legal Fees	800.00	800.00
	Pre-Appointment Legal Fees	5,062.00	5,062.00
	Pre-Appointment Legal Disbursement	110.00	110.00
	Statutory Advertising	73.00	73.00
	Insolvency Notices	NIL	NIL
		(15,671.00)	(15,671.00)
	<b>PREFERENTIAL CREDITORS</b>		
(9,790.65)	Employee Arrears/Hol Pay	NIL	NIL
		NIL	NIL
	<b>UNSECURED CREDITORS</b>		
(31,459.10)	Trade & Expense Creditors	NIL	NIL
(33,302.23)	Employees' Arrears of Redundancy & P	NIL	NIL
(13,714.47)	Director's Loan Account	NIL	NIL
(3,788.84)	Barclaycard	NIL	NIL
(119,861.95)	HM Revenue & Customs - VAT	NIL	NIL
(22,293.90)	HM Revenue & Customs - PAYE/NI	NIL	NIL
(4,572.37)	Accruals	NIL	NIL
		NIL	NIL
	<b>DISTRIBUTIONS</b>		
(100.00)	Ordinary Shareholders	NIL	NIL

**ADBDA Realisations Limited (formerly ADB Alarms Limited)**  
**(In Administration)**  
**Joint Administrators' Summary of Receipts & Payments**

Statement of Affairs £	From 26/06/2017 To 25/12/2017 £	From 26/06/2017 To 25/12/2017 £
	NIL	NIL
<b>(247,065.04)</b>	<b>10,353.68</b>	<b>10,353.68</b>

REPRESENTED BY

Vat Receivable	4,025.20
Floating Charge Account	8,428.48
Vat Payable	(2,100.00)
	<b>10,353.68</b>



Dean Nelson  
Joint Administrator

*N/B  
THE AMOUNTS STATED ARE  
NET OF VAT*

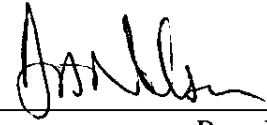
**ADBDA REALISATIONS LIMITED (FORMERLY ADB ALARMS LIMITED)  
(IN ADMINISTRATION)**

**JOINT ADMINISTRATORS' EOS**

**ADBDA Realisations Limited (formerly ADB Alarms Limited)**  
**(In Administration)**  
**Joint Administrators' Estimated Outcome Statement**  
**To 25/12/2017**

Statement of Affairs £		Realised / Paid	Projected	Total £
	<b>SECURED ASSETS</b>			
NIL	Goodwill	4,000.00	NIL	4,000.00
	Customer Contracts and Customer List	7,000.00	NIL	7,000.00
		11,000.00	NIL	11,000.00
	<b>SECURED CREDITORS</b>			
(7,920.00)	Barclays Bank Charge	3,789.12	NIL	3,789.12
		(3,789.12)	NIL	(3,789.12)
	<b>HIRE PURCHASE</b>			
18,600.00	Motor Vehicles	9,000.00	NIL	9,000.00
(27,627.06)	Motor Vehicle Finance	NIL	NIL	NIL
		9,000.00	NIL	9,000.00
	<b>ASSET REALISATIONS</b>			
720.00	Plant, Machinery & Stocks	1,998.00	NIL	1,998.00
300.00	Office Equipment	NIL	NIL	NIL
300.00	Motor Vehicles	500.00	NIL	500.00
7,445.53	Book Debts	7,313.80	1,997.00	9,310.80
NIL	Other Debtors	NIL	NIL	NIL
	Seller's Records	2.00	NIL	2.00
		9,813.80	1,997.00	11,810.80
	<b>COST OF REALISATIONS</b>			
	Specific Bond	108.00	NIL	108.00
	Joint Administrators' Post-App Fees	NIL	11,749.68	11,749.68
	Joint Administrators' Pre-App Fees	9,518.00	NIL	9,518.00
	Agents/Valuers Pre- Appointment Fees	NIL	350.00	350.00
	Debt Collection Fees	NIL	246.00	246.00
	Post-Appointment Legal Fees	800.00	NIL	800.00
	Pre-Appointment Legal Fees	5,062.00	NIL	5,062.00
	Pre-Appointment Legal Disbursements	110.00	NIL	110.00
	Statutory Advertising	73.00	NIL	73.00
	Insolvency Notices	NIL	5.00	5.00
		(15,671.00)	(12,350.68)	(28,021.68)
	<b>PREFERENTIAL CREDITORS</b>			
(9,790.65)	Employee Arrears/Hol Pay	NIL	NIL	NIL
		NIL	NIL	NIL
	<b>UNSECURED CREDITORS</b>			
(31,459.10)	Trade & Expense Creditors	NIL	NIL	NIL
(33,302.23)	Employees' Arrears of Redundancy & PILON	NIL	NIL	NIL
(13,714.47)	Director's Loan Account	NIL	NIL	NIL
(3,788.84)	Barclaycard	NIL	NIL	NIL
(119,861.95)	HM Revenue & Customs - VAT	NIL	NIL	NIL
(22,293.90)	HM Revenue & Customs - PAYE/NI	NIL	NIL	NIL
(4,572.37)	Accruals	NIL	NIL	NIL
		NIL	NIL	NIL
	<b>DISTRIBUTIONS</b>			
(100.00)	Ordinary Shareholders	NIL	NIL	NIL
		NIL	NIL	NIL

Vat Receivable	4,025.20	(4,025.20)	NIL
Floating Charge Account	8,428.48	(8,428.48)	NIL
Vat Payable	(2,100.00)	2,100.00	NIL
	<u>10,353.68</u>	<u>(10,353.68)</u>	<u>NIL</u>



Dean Nelson  
Joint Administrator

*N.B.*

*THE AMOUNTS STATED ARE  
NET OF VAT*



**ADBDA REALISATIONS LIMITED (FORMERLY ADB ALARMS LIMITED)  
(IN ADMINISTRATION)**

**THE JOINT ADMINISTRATORS' TIME COSTS**

ADBDA REALISATIONS LIMITED (FORMERLY ADB ALARMS LIMITED)

XXAD01

ADM

TIME COSTS SUMMARY FOR THE PERIOD 26 JUNE 2017 TO 25 DECEMBER 2017

SIP9 SubCategory / Staff Grade	Partner	Director	Manager	Senior Ad'or	Ad'or	Junior Ad'or	Cashier	Other	Total Hours	Charge	AvgRate
Administration and planning	4.00	0.10	12.10	-	63.30	10.90	0.70	-	91.10	12,994.75	142.64
Case Specific Matters	-	-	-	-	-	-	-	-	-	-	-
Cashiering	1.40	0.50	2.50	-	-	-	10.80	-	15.20	2,071.50	136.28
Creditors	1.20	-	3.07	-	10.10	1.20	0.70	-	16.27	2,492.67	153.24
Employees	-	-	-	-	0.80	-	-	-	0.80	104.00	130.00
Investigations	0.60	-	2.00	-	17.70	2.50	-	-	22.80	3,119.00	136.80
Realisation of assets	0.20	-	1.80	-	8.20	-	-	-	10.20	1,479.00	145.00
Special Projects	-	-	-	-	-	-	-	-	-	-	-
Statutory Reporting	-	-	-	-	-	-	-	-	-	-	-
Trading	-	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>7.40</b>	<b>0.60</b>	<b>21.47</b>	<b>-</b>	<b>100.10</b>	<b>14.60</b>	<b>12.20</b>	<b>-</b>	<b>156.37</b>	<b>22,260.92</b>	<b>142.36</b>
<b>Total Charge</b>	<b>2,627.00</b>	<b>153.00</b>	<b>4,078.67</b>	<b>-</b>	<b>13,013.00</b>	<b>1,291.25</b>	<b>1,098.00</b>	<b>-</b>	<b>22,260.92</b>		

ADBDA REALISATIONS LIMITED (FORMERLY ADB ALARMS LIMITED)

XXAD01

ADMINISTRATION

THE JOINT ADMINISTRATORS' PRE-APPOINTMENT TIME COSTS

SLP Subcategory / Staff Grade	Partner	Director	Manager	Senior Ad'or	Ad'or	Junior Ad'or	Cashier	Other	Total Hours	Charge	AvgRate
Administration and planning	16.90	-	11.10	-	36.35	1.80	-	-	66.15	12,996.00	196.46
Case Specific Matters	-	-	-	-	-	-	-	-	-	-	-
Cashiering	-	-	-	-	-	-	-	-	-	-	-
Creditors	-	-	-	-	0.10	-	0.80	-	0.90	85.00	94.44
Employers	-	-	-	-	-	-	-	-	-	-	-
Investigations	-	-	-	-	-	-	-	-	-	-	-
Realisation of assets	-	-	-	-	-	-	-	-	-	-	-
Special Projects	-	-	-	-	-	-	-	-	-	-	-
Statutory Reporting	-	-	-	-	-	-	-	-	-	-	-
Trading	-	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>16.90</b>	<b>-</b>	<b>11.10</b>	<b>-</b>	<b>36.45</b>	<b>1.80</b>	<b>0.80</b>	<b>-</b>	<b>67.05</b>	<b>13,081.00</b>	<b>195.09</b>
<b>Total Charge</b>	<b>5,999.50</b>	<b>-</b>	<b>2,109.00</b>	<b>-</b>	<b>4,738.50</b>	<b>162.00</b>	<b>72.00</b>	<b>-</b>	<b>13,081.00</b>		

**ADBDA REALISATIONS LIMITED (FORMERLY ADB ALARMS LIMITED)  
(IN ADMINISTRATION)**

**COMPARISON BETWEEN THE FEES ESTIMATE AND TIME COSTS**

COMPARISON BETWEEN THE FEES ESTIMATE AND TIME COSTS

Work category	Original fees estimate			Actual time costs incurred during the Review Period		
	Number of hours	Average hourly rate £ per hour	Total fees £	Number of hours	Average hourly rate £ per hour	Total time costs £
Administration (including statutory reporting and Cashiering)	143.2	155	22,209	106	142	15,066
Realisation of assets	16.5	167	2,760	10.2	145	1,479
Creditors (claims and distribution)	18.3	134	2,456	16.3	153	2,493
Investigations	33.3	165	5,510	22.8	137	3,119
<b>Total</b>	<b>211.3</b>	<b>156</b>	<b>32,935</b>	<b>155.3</b>	<b>143</b>	<b>22,157</b>

**ADBDA REALISATIONS LIMITED (FORMERLY ADB ALARMS LIMITED)  
(IN ADMINISTRATION)**

**COMPARISON BETWEEN THE EXPENSES ESTIMATE AND EXPENSES DURING THE  
REVIEW PERIOD**

### Comparison between the expenses estimate and expenses during the Review Period

The expenses incurred to date are compared with the original expenses estimate as follows:

<b>Expenses</b>	<b>Original expenses estimate £</b>	<b>Actual expenses incurred in the Review Period £</b>	<b>Anticipated future expenses incurred £</b>	<b>Total Anticipated expenses incurred £</b>	<b>Reason for any excess (if the expenses are likely to, or have, exceeded the original estimate)</b>
Pre-Appointment Legal Fees	6,956	6,956	-	6,956	
Post-Appointment Legal Fees	2,500	800	-	800	
Pre-Appointment Agent's Fees	350	350	-	350	
Debt Collection Agent's Fees	1,197	-	246	246	
Advertising	73	73	-	73	
Specific Bond	108	108	-	108	
Insolvency Notices	5	-	5	5	
<b>TOTAL</b>	<b>11,189</b>	<b>8,287</b>	<b>251</b>	<b>8,538</b>	

The bases on which the expenses defined as Category 2 disbursements are calculated are explained in Appendix VII.

**ADBDA REALISATIONS LIMITED (FORMERLY ADB ALARMS LIMITED)  
(IN ADMINISTRATION)**

**CHARGE-OUT RATES AND BASES OF CATEGORY 2 DISBURSEMENTS**



## INFORMATION FOR CREDITORS IN RELATION TO FEES AND DISBURSEMENTS

W	smithcooper.co.uk
F	01332 650290
VAT	123354934

### INFORMATION RELEVANT AT 1 APRIL 2017

#### General information to creditors regarding insolvency matters

Creditors wishing to understand or find out more information in relation to this or any other type of insolvency process may visit the website:

<http://www.creditorinsolvencyguide.co.uk/>

This website is a step-by-step guide designed to help creditors navigate their way through an insolvency process and has been produced by R3, the UK insolvency trade body.

A creditors' guide to the fees payable in an insolvency process and the process an insolvency practitioner is required to adopt for seeking approval of his or her fees may be acquired from the following website:

<https://www.r3.org.uk/what-we-do/publications/professional/fees>

If any party is unable to obtain a copy of either of the above guides, please contact the individual referred to below who will furnish you with a copy, free of charge:

- Contact – Emily Oliver
- Telephone – 01332 332021
- Email – [creditor.correspondence@smithcooper.co.uk](mailto:creditor.correspondence@smithcooper.co.uk)
- Post – St Helen's House, King Street, Derby, DE1 3EE

**Sent from: Smith Cooper, St Helen's House, King Street, Derby DE1 3EE**

Smith Cooper is the trading name of SC Advisory Services Limited, a company registered in England  
 Registered number: 7678255  
 Registered Office: St Helen's House, King Street, Derby DE1 3EE  
 A list of directors is available for inspection at the above address.

Dean Anthony Nelson and Nicholas Charles Osborn Lee are licensed in the UK as Insolvency Practitioners by the Institute of Chartered Accountants in England and Wales. Furthermore, they are both bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment. When acting as Receiver, Administrative Receiver or Administrator they act as agent only, without personal liability and when acting as Administrator, the affairs, business and property of the company are being managed by them.

Regulated by the Institute of Chartered Accountants in England & Wales for a range of investment business and consumer credit activities.



### Information specific to Smith Cooper

Grade	Charge out rate (£ per hour)
Partner	355
Director	255
Manager	190
Assistant Manager	190
Senior Insolvency Administrator	165
Administrator	130
Junior Administrator	90
Cashier	90
Other	60
Time costs are calculated using 6 minute units.	

The Office Holder does not recover the costs of support staff other than where their time is specifically incurred and can be identified in dealing with work undertaken on a specific engagement.

#### **Agent's Costs**

Charged at cost based upon the charge made by the Agent instructed, the term Agent includes:

- Solicitors/Legal Advisors
- Auctioneers/Valuers
- Accountants
- Quantity Surveyors
- Estate Agents
- Other Specialist Advisors

#### **Disbursements**

In accordance with Statement of Insolvency Practice 9 (SIP9) the basis of disbursement allocation in respect of disbursements incurred by the Office Holder in connection with the administration of the estate must be fully disclosed to creditors. Disbursements are categorised as either Category 1, being expenses directly referable to a third party, eg statutory advertising, external meeting room hire, specific bond insurance and courier costs, external archive, storage and subsequent destruction and Company Search fees, or Category 2, being expenses incurred by the firm and recharged to the estate, which may include a profit element, eg postage, stationery and storage.

Category 1 disbursements are recoverable in full from the estate without the prior approval of creditors. Category 2 disbursements are recoverable in full from the estate, subject to the basis of the disbursement allocation being approved by creditors in advance.

Category 2 disbursements are proposed to be recovered as follows:-

Postage	Charged at actual cost (first class)
Photocopying	Recharged at 17p per sheet
Storage	Charged at cost
Room Hire	£50 per meeting held Smith Cooper offices
Archiving case files & closure	Recharged at £42.70 per box
Archiving records & closure	Recharged at £9.55 per box
Mileage	45p per mile

**ADBDA REALISATIONS LIMITED (FORMERLY ADB ALARMS LIMITED)  
(IN ADMINISTRATION)**

**DETAILS OF WORK UNDERTAKEN BY THE JOINT ADMINISTRATORS**

**ADBDA REALISATIONS LIMITED (FORMERLY ADB ALARMS LIMITED) - IN ADMINISTRATION**

**THE ADMINISTRATORS' DETAILED LIST OF WORK UNDERTAKEN**

<b>GENERAL DESCRIPTION</b>	<b>INCLUDES</b>
<b>ADMINISTRATION AND PLANNING</b>	
Statutory/advertising	Filing of documents to meet statutory requirements Preparation of Proposals and SIP16 disclosure Advertising in accordance with statutory requirements
Document maintenance/file review/checklist	Filing of documents Periodic file reviews Periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards Maintenance of statutory and case progression task lists /diaries Updating checklists
Bank account administration	Preparing correspondence to open the bank account Requesting bank statements Bank account reconciliations Correspondence with bank regarding specific transfers Maintenance of the estate cash book Banking remittances and issuing cheques /BACS payments
Planning / Review	Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical and technical aspects of the case Monitoring and maintaining an adequate statutory bond
Meeting of Creditors and Creditor Decisions	Preparation of notices, proxies/voting forms and advertisements Notices to all known creditors Collate and examine proofs and proxies, votes to decide on resolutions Preparation of certificate of postage and reports to creditors Responding to queries and questions following meeting/decision Issuing notice of result of meeting/decision.
<b>INVESTIGATIONS</b>	
SIP 2 Review	Review of specific transactions and liaising with directors regarding certain transactions Correspondence to request information on the company's dealings, making further enquiries of third parties Reviewing questionnaires submitted by creditors and directors Reconstruction of financial affairs of the company Reviewing company's books and records Preparation of deficiency statement Liaising with the creditors or major creditors about further action to be taken Review Company's historic accounting information
Statutory reporting on conduct of director(s)	Preparing statutory investigation reports Liaising with Insolvency Service Submission of report with the Insolvency Service
<b>REALISATION OF ASSETS</b>	
Sale of Business as a Going Concern or sale of assets	Liaising with agents Liaising with secured creditors and seeking releases Exchanges with solicitors to agree sale and purchase agreement Pursuing deferred sale consideration
Leasehold Property	Liaising with landlord Agreeing surrender of property
Debtors	Collecting supporting documentation Correspondence with debtors Reviewing and assessing debtors' ledgers Dealing with disputes, including communicating with directors/former staff
Stock	Liaising with agents and potential purchasers
<b>CASHIERING</b>	
	Journals / Cheque Reqs / Deposit Vouchers / Daily Bank Postings Filing Bordereau

**ADBDA REALISATIONS LIMITED (FORMERLY ADB ALARMS LIMITED) - IN ADMINISTRATION**

**THE ADMINISTRATORS' DETAILED LIST OF WORK UNDERTAKEN**

GENERAL DESCRIPTION	INCLUDES
<b>CREDITORS</b>	
Creditor Communication	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via facsimile, email and post Corresponding with the PPF and the Pensions Regulator Seeking unsecured creditors' approval to the Joint Administrators' basis and quantum of remuneration Preparing and issuing the remuneration report to creditors
Corporation Tax	Submission of Corporation Tax Checklist to tax re pre-appointment clearance.
Dealing with proofs of debt	Receipting and filing POD when not related to a dividend
Processing proofs of debt	Preparation of correspondence to potential creditors inviting submission of POD
	Receipt of POD
Dividend procedures	Agreeing allocation of realisations and costs between fixed and floating charges Paving distribution to secured creditors and seeking confirmation of discharged claims

**ADBDA REALISATIONS LIMITED (FORMERLY ADB ALARMS LIMITED)  
(IN ADMINISTRATION)**

**PROOF OF DEBT**

PROOF OF DEBT - GENERAL FORM

**ADBDA Realisations Limited (formerly ADB Alarms Limited) (in Administration)**

Date of Administration: 26 June 2017

DETAILS OF CLAIM		
1.	Name of Creditor (if a company, its registered name)	
2.	Address of Creditor (i.e. principal place of business)	
3.	If the Creditor is a registered company: <ul style="list-style-type: none"> <li>For UK companies: its registered number</li> <li>For other companies: the country or territory in which it is incorporated and the number if any under which it is registered</li> <li>The number, if any, under which it is registered as an overseas company under Part 34 of the Companies Act</li> </ul>	
4.	Total amount of claim, including any Value Added Tax, as at the date of administration, less any payments made after this date in relation to the claim, any deduction under R14.20 of the Insolvency (England & Wales) Rules 2016 and any adjustment by way of set-off in accordance with R14.24 and R14.25	£
5.	If the total amount above includes outstanding uncapitalised interest, please state	YES (£ ) / NO
6.	Particulars of how and when debt incurred	
7.	Particulars of any security held, the value of the security, and the date it was given	
8.	Details of any reservation of title in relation to goods to which the debt relates	
9.	Details of any document by reference to which the debt can be substantiated. [The administrator may call for any document or evidence to substantiate the claim at his discretion.]	
10.	Give details of whether the whole or any part of the debt falls within any (and if so which) of the categories of preferential debts under section 386 of, and schedule 6 to, the Insolvency Act 1986	Category  Amount(s) claimed as preferential £
11.	<b>If you wish any dividend payment that may be made to be paid in to your bank account please provide BACS details. Please be aware that if you change accounts it will be your responsibility to provide new information</b>	Account No.:  Account Name:  Sort code:
AUTHENTICATION		
Signature of Creditor or person authorised to act on his behalf		
Name in BLOCK LETTERS		
Date		
If signed by someone other than the Creditor, state your postal address and authority for signing on behalf of the Creditor		
Are you the sole member of the Creditor?		YES / NO

# AM10

## Notice of administrator's progress report



### 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	Connor Gratton
Company name	Smith Cooper
Address	St Helens House King Street
Post town	Derby
County/Region	
Postcode	D E 1 3 E E
Country	
DX	
Telephone	01332 332021



### 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](http://www.gov.uk/companieshouse) or email [enquiries@companieshouse.gov.uk](mailto: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](http://www.gov.uk/companieshouse)