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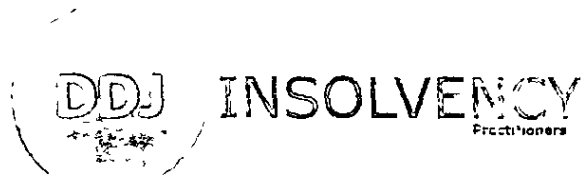
Liquidator's Annual Progress Report to Creditors

**Traditional Natural Wood
Flooring Limited**

- In Compulsory Liquidation

12 April 2016





12 April 2016

TO ALL KNOWN CREDITORS

Our ref

JD/AJ/DDJT004/6

When calling please ask for Angela Jarvis
Email address ajarvis@ddjinsolvency.co.uk
Direct Dial 0207 863 3193

Dear Sirs

**TRADITIONAL NATURAL WOODFLOORING LIMITED - IN COMPULSORY LIQUIDATION ("the Company")
YEOVIL COUNTY COURT NO 146 OF 2013**

Please find attached a copy of my progress report on the liquidation for the year ended 12 March 2016

By way of reminder, I was appointed Liquidator of the Company on 13 March 2015. I am licensed to act as an Insolvency Practitioner by the ICAEW.

If you have any queries regarding this report, please contact Angela Jarvis on 0207 863 3193

Yours faithfully

A handwritten signature in black ink, appearing to read 'J Dowers', written over a horizontal line.

JAMES DOWERS
Liquidator

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DDJ Insolvency Limited. Licensed Insolvency Practitioners 100 Borough High Street, London SE1 1LB
Telephone 020 7863 3190 www.ddjinsolvency.co.uk

All insolvency practitioners are licensed in the United Kingdom by the ICAEW
Insolvency practitioners acting as administrative receivers, administrators or supervisors of voluntary arrangements act as agents for the company or debtor and without personal liability
Registered office: 100 Borough High Street, London SE1 1LB. Registered in England No. 08897593

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APPENDICES

- A Receipts and Payments Account from 13 March 2015 to 12 March 2016
- B Time Analysis for the period 13 March 2015 to 12 March 2016
- C Additional Information in relation to Liquidator's fees pursuant to Statement of Insolvency Practice No 9

1 Introduction and Statutory Information

1 1 I, James Ashley Dowers of DDJ Insolvency Limited, 100 Borough High Street, London, SE1 1LB, was appointed as Liquidator of Traditional Natural Wood Flooring Limited (the **Company**) on 13 March 2015 following the presentation of a petition for the compulsory winding up of the Company made on 16 September 2013 in the Yeovil County Court under court reference number 146 of 2013. This report provides an update on the progress in the liquidation for the year ended 12 March 2016

1 2 The trading address of the Company was The Bakehouse, Ludwell, Shaftesbury, Dorset, SP7 9ND

1 3 The registered office of the Company has been changed to DDJ Insolvency Limited, 100 Borough High Street, London, SE1 1LB and its registered number is 06637891

2 Realisation of Assets

Directors Loan Account

2 1 At the date of Liquidation the Official Receiver identified an overdrawn directors loan account of £22,373. Clarke Willmott LLP were instructed to collect on their behalf

2 2 Following negotiations with the director Clarke Willmott LLP agreed repayment of the debt at a rate of £100 per month

2 3 To date, Clarke Willmott LLP have collected a total of £1,100

3 Investigations

3 1 As you may be aware, in a compulsory liquidation the duty to investigate the Company's affairs is the responsibility of the Official Receiver. There is no requirement on the liquidator to submit a report or return on the directors' conduct to the Department for Business Innovation and Skills, however where matters are brought to the liquidator's attention these are reported as appropriate to the Official Receiver for further consideration

3 2 I have taken possession of records from the Official Receiver which have been reviewed and analysed. This has included information concerning the disqualification of the Company director, Mr Wareham

- 3 3 I have been in contact with the Company bankers and collated various records showing the finances of the Company which have been reviewed and analysed
- 3 4 I have been in contact with the Company's accountant and requested working papers in relation to works undertaken on behalf of the Company
- 3 5 I have reviewed Company books and records delivered to the Official Receiver following Liquidation
- 3 6 I have been in contact with HMRC reviewing correspondence with the Company in respect of their outstanding debts
- 3 7 Following assessment of all information gathered I instructed counsel to assess claims against Mr Wareham in respect of monies drawn for his personal benefit
- 3 8 Counsel advised that the agreement made by Clarke Willmott LLP detailed at point 2 2 above in respect of the collection of the loan account was not binding and as such I was able to demand immediate repayment of the debt less the sum already recovered
- 3 9 Counsel wrote to Mr Wareham demanding repayment on 3 December 2015
- 3 10 Mr Wareham has since been in contact to discuss the matter and Counsel is currently in correspondence with him in respect of recovery
- 3 11 My enquiries are continuing and I hope to reach a settlement soon

4 Creditors

Secured Creditors

- 4 1 There are no secured creditors in the liquidation

Preferential Creditors

- 4 2 There are no preferential creditors in the liquidation

Unsecured Creditors

- 4 3 I have received claims totalling £67,676 52 from two creditors I have yet to receive a claim from HMRC in respect of the VAT element of their debt which totalled £5,494 70 per the winding up petition
- 4 4 At present there are insufficient funds to enable a dividend distribution to creditors My enquiries are continuing and this may be subject to change

5 Liquidator's Remuneration

- 5 1 The Creditors approved that the basis of the Liquidator's remuneration be fixed by reference to the time properly spent by him and his staff in managing the Liquidation
- 5 2 My time costs for the period from 13 March 2015 are £10,660 This represents 40 80 hours at an average rate of £261 27 per hour Attached as Appendix B is a Time Analysis which provides details of the activity costs incurred by staff grade during this period in respect of the costs fixed by reference to time properly spent by me in managing the Liquidation To date, no fees have been drawn
- 5 3 As you will see from Appendix B the majority of my time has been recorded in the investigations section This includes time spent in retrieving and reviewing handover papers from the Official Receiver, analysing bank statements and reviewing the Company books and records
- 5 4 Time has also been spent in the instruction of Counsel and meeting and entering into correspondence with Counsel to agree a strategy for recovery and liaising regarding correspondence received from the director
- 5 6 Time recorded in the Administration and Planning section relates to time spent in the initial set up of the case, liaising with the Company director and dealing with general case administration including case filing
- 5 7 The remaining time has been spent in the Creditors section includes time spent in writing to Company creditors and dealing with claims that have been received during the course of my administration
- 5 8 Finally, time recorded in the Realisation of Assets section relates to time spent in dealing with Clarke Willmott in respect of debt recovery
- 5 9 A copy of 'A Creditors' Guide to Liquidators' Fees' is available on request or can be downloaded from

<http://www.ddinsolvency.com/technical.html>
- 5 10 Attached as Appendix C is additional information in relation to this firm's policy on staffing, the use of subcontractors, disbursements and details of our current charge-out rates by staff grade
- 5 11 Since the 13 March 2015 the following Category 2 disbursements have been incurred
- Photocopies £2 70

- Postage £1 11
- Room Hire £150 00

6 Liquidator's Expenses

6 1 The following expenses have been incurred since 13 March 2015

Supplier / Service Provider	Nature of expense incurred	Amount incurred to date £	Paid to date	Amount Outstanding £
HM Land Registry	Land Registry Searches	3 00	0	3 00
Courts	Statutory Advertising	71 00	0	71 00
JLT	Specific Bond	30 00	0	30 00
JG Collections	Storage and file retrieval	6 24	0	6 24
3 Hare Court	Legal fees	1,375 00	0	1,375 00
DDJ Insolvency Limited	Photocopies	2 70	0	2 70
DDJ Insolvency Limited	Postage	1 11	0	1 11
DDJ Insolvency Limited	Room Hire	150 00	0	150 00

7 Creditors' rights

- 7 1 Within 21 days of the receipt of this report, a secured creditor, or an unsecured creditor (with the concurrence of at least 5% in value of the unsecured creditors) may request in writing that the Liquidator provide further information about his remuneration or expenses which have been itemised in this progress report
- 7 2 Any secured creditor, or an unsecured creditor (with the concurrence of at least 10% in value of the unsecured creditors) may within 8 weeks of receipt of this progress report make an application to court on the grounds that, in all the circumstances, the basis fixed for the Liquidator's remuneration is inappropriate and/or the remuneration charged or the expenses incurred by the Liquidator, as set out in this progress report, are excessive

8 Next Report

- 8.1 I am required to provide a further report on the progress of the liquidation within two months of the end of the next anniversary of the liquidation, unless I have concluded matters prior to this, in which case I will write to all creditors with my final progress report ahead of convening the final meeting of creditors

Yours faithfully



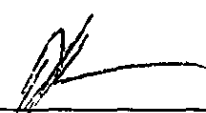
JAMES DOWERS
Liquidator

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**Traditional Natural Woodflooring Limited
(In Liquidation)**

Liquidator's Abstract Of Receipts And Payments

	Statement of affairs £	From 13/03/2015 To 12/03/2016 £	From 13/03/2015 To 12/03/2016 £
RECEIPTS			
Directors Loan Account	22,373 00	1,100 00	1,100 00
Petitioners Deposit		0 00	1,165 00
		<u>1,100 00</u>	<u>2,265 00</u>
PAYMENTS			
O R Remuneration		0 00	2,235 00
Agents/Valuers Fees (1)		34 80	34 80
Legal Fees (1)		70 00	70 00
Bank Charges		88 00	88 00
Trade & Expense Creditors	(107,661 19)	0 00	0 00
Ordinary Shareholders	(100 00)	0 00	0 00
Vat Receivable		20 00	20 00
		<u>212 80</u>	<u>2,447 80</u>
BALANCE - 12 March 2016		<u>887.20</u>	<u>(182 80)</u>
MADE UP AS FOLLOWS			
ISA NIB		887 20	(182 80)
		<u>887 20</u>	<u>(182 80)</u>


James Ashley Dowers
Liquidator

Appendix C

ADDITIONAL INFORMATION IN RELATION TO LIQUIDATOR'S FEES PURSUANT TO STATEMENT OF INSOLVENCY PRACTICE 9 (SIP9)

1 Policy

Detailed below is DDJ Insolvency Limited's policy in relation to

- Staff allocation and the use of subcontractors
- Professional advisors
- Disbursements

1.1 *Staff allocation and the use of subcontractors*

Our general approach to resourcing our assignments is to allocate staff with the skills and experience to meet the specific requirements of the case

The constitution of the case team will usually consist of a Partner, Manager, Administrator and/or an Assistant. The exact constitution of the case team will depend on the anticipated size and complexity of the assignment and additional staff may be allocated to meet the demands of the case.

We are not proposing to utilise the services of any sub-contractors in this case.

Professional advisors

On this assignment we have used the professional advisors listed below. We have also indicated alongside, the basis of our fee arrangement with them, which is subject to review on a regular basis.

Name of Professional Advisor	Basis of Fee Arrangement
3 Hare Court (legal advice)	CFA basis
JLT (specific bond)	Scale rate

Our choice was based on our perception of their experience and ability to perform this type of work, the complexity and nature of the assignment and the basis of our fee arrangement with them.

1.2 Disbursements

Category 1 disbursements do not require approval by creditors. The type of disbursements that may be charged as a Category 1 disbursement to a case generally comprise of external supplies of incidental services specifically identifiable to the case, such as postage, case advertising, invoiced travel and external printing, room hire and document storage. Also chargeable will be any properly reimbursed expenses incurred by personnel in connection with the case.

Category 2 disbursements do require approval from creditors. These are costs which are directly referable to the appointment in question but are not payments which are made to an independent third party and may include shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis such as internal room hire, document storage or business mileage.

On this case the following Category 2 disbursements have been incurred since appointment

Type and purpose	£
Room Hire	150.00
Postage	1.11
Photocopying	2.70

2 Charge-out rates

A schedule of DDJ Insolvency Limited's charge-out rates at 1 April 2014 was issued to creditors at the time the basis of the Liquidator's remuneration was approved. The charge-out rates at this time are listed below,

	Per Hour £
Director	345
Manager	265
Other Senior Professionals	
Senior Administrator	200
Administrator	150
Junior Administrator	125

Below are details of this firm's charge-out rates which have been applied with effect from 1 December 2015

	Per Hour £
Director	395
Manager	305
Other Senior Professionals	
Senior Administrator	250
Administrator	195
Junior Administrator	150

Time Entry - Detailed SIP9 Time & Cost Summary

DDJT004 - Traditional Natural Woodflooring Limited
From 13/03/2015 To 12/03/2016
Project Code POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
202 Set up administration	1 10	3 30	0 00	0 00	4 40	1 254 00	285 00
203 Post appointment VAT and CT	0 00	0 30	0 00	0 00	0 30	78 50	265 00
205 Dealing with Company Director or Bankrupt	0 00	0 20	0 00	0 00	0 20	53 00	265 00
206 General case administration billing filing diary	0 70	1 70	0 00	0 50	2 90	783 50	270 17
Admin & Planning	1 80	5 50	0 00	0 50	7 80	2 170 00	278 21
619 Correspondence, preparation or reports meetings	0 40	1 80	0 00	0 00	2 30	701 50	305 00
620 Dealing with claims and proof of debts	0 00	0 10	0 00	0 00	0 10	26 50	265 00
Creditors	0 40	2 00	0 00	0 00	2 40	728 00	303 33
307 Information capture correspondence meetings	2 40	2 30	0 00	0 00	4 70	1 456 50	309 89
308 Retrieval review and analysis of records	0 00	13 10	0 00	5 10	18 20	4 109 00	225 77
309 Strategic planning and organisation	0 40	2 80	0 00	0 00	3 00	843 00	281 00
310 Dealing with solicitors and litigation	0 40	3 40	0 00	0 00	3 80	1 107 00	291 32
Investigations	3 20	21 40	0 00	5 10	29 70	7 615 00	253 05
414 Debtors	0 00	0 70	0 00	0 00	0 70	193 50	276 43
415 Other Assets	0 00	0 20	0 00	0 00	0 20	53 00	265 00
Realisation of Assets	0 00	0 90	0 00	0 00	0 90	246 50	273 89
Total Hours	6 40	29 80	0 00	5 60	40 80	10 660 00	261 27
Total Fees Claimed						0 00	

Time Entry - SIP9 Time & Cost Summary

Category 2 Disbursements

DDJT004 - Traditional Natural Woodflooring Limited
Project Code POST
From 13/03/2015 To 12/03/2016

Other amounts paid or payable to the office holders firm or to party in which the office holder or his firm or any associate has an interest

Transaction Date	Type and Purpose	Amount
24/03/2015	Postage Initial Report to cred's x 3	1.11
24/03/2015	Photocopies Initial report to creditors	2.70
	Total	3.81