

LIQ14

Notice of final account prior to dissolution in CVL



Companies House

FRIDAY



A04

A935GM28

17/04/2020

#279

COMPANIES HOUSE

1 Company details

Company number 0 6 9 4 2 3 0 8

Company name in full Miriam Imene Limited

→ Filling in this form
Please complete in typescript or in
bold black capitals.

2 Liquidator's name

Full forename(s) Tauseef

Surname Rashid

3 Liquidator's address

Building name/number 14 Derby Road

Street Stapleford

Post town Nottingham

County/Region Nottinghamshire

Postcode N G 9 7 A A

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.

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6

Liquidator's release

☐ Tick if one or more creditors objected to liquidator's release.

7

Final account

☐ I attach a copy of the final account.

8

Sign and date

Liquidator's signature

Signature

X

Th

X

Signature date

^d1

^d4

^m0

^m4

^y2

^y0

^y2

^y0

LIQ14

Notice of final account prior to dissolution in CVL



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 **Maggi White**

Company name **Quantuma LLP**

Address **14 Derby Road**

Stapleford

Post town **Nottingham**

County/Region **Nottinghamshire**

Postcode **N G 9 7 A A**

Country

DX

Telephone **0800 955 3595**



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

[illegible]



14 Derby Road
Stapleford
Nottingham
NG9 7AA

t: 0800 955 3595

info@quantuma.com

www.quantuma.com

Our Ref: TR 0932
Case Manager: Haseeb Butt

10 February 2020

Dear Sirs

Miriam Imene Limited ("the Company") (In Liquidation)

I refer to my appointment as Liquidator of the Company on 27 July 2018.

I am now in the position to conclude the Liquidation and therefore, enclose the following:

- Notice of No dividend
- Notice that the Company's affairs are fully wound up
- Final Account.

Should you have any queries in regard to any of the above please do not hesitate to contact Haseeb Butt on 0800 9553595 or by e-mail at nottingham@quantuma.com

Yours faithfully



Tauseef A Rashid
Liquidator

Licensed in the United Kingdom to act as an insolvency practitioner by the Institute of Chartered Accountants in England and Wales

Enc

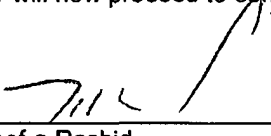
NOTICE OF NO DIVIDEND

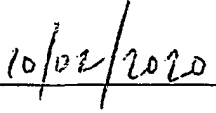
Company Name: Miriam Imene Limited (In Liquidation) ("the Company")
Company Number: 06942308

This Notice is given under Rule 14.36 of the Insolvency (England & Wales) Rules 2016 ("the Rules"). It is delivered by the Liquidator of the Company, Tauseef A Rashid, of Quantuma LLP, 14 Derby Road, Stapleford, Nottinghamshire, NG9 7AA who were appointed by the members and creditors.

The Liquidator gives notice confirming that no dividend will be declared in the Liquidation of the Company as the funds realised have already been distributed or used or allocated for paying the expenses of the Liquidation.

The Liquidator will now proceed to conclude the Liquidation.

Signed: 
Tauseef a Rashid
Liquidator

Dated: 
10/02/2020

NOTICE THAT THE COMPANY'S AFFAIRS ARE FULLY WOUND UP

Company Name: Miriam Imene Limited (In Liquidation) ("the Company")
Company Number: 06942308

This Notice is given under Rule 6.28 of the Insolvency (England & Wales) Rules 2016 ("the Rules"). It is delivered by the Liquidator of the Company, Tauseef A Rashid, of Quantuma LLP, 14 Derby Road, Stapleford, Nottingham, NG9 7AA who was appointed by the creditors.

The Liquidator gives notice that the Company's affairs are fully wound up.

Creditors have the right:

- (i) to request information from the Liquidator under Rule 18.9 of the Rules;
- (ii) to challenge the Liquidator's remuneration and expenses under Rule 18.34 of the Rules; and
- (iii) to object to the release of the Liquidator by giving notice in writing, before the end of the prescribed period, to:

Tauseef A Rashid
Quantuma LLP
14 Derby Road, Stapleford, Nottingham, NG9 7AA

The prescribed period ends at the later of: (i) eight weeks after delivery of this notice, or (ii) if any request for information under Rule 18.9 of the Rules or any application to Court under that Rule or Rule 18.34 of the Rules is made, when that request or application is finally determined.

The Liquidator will vacate office under Section 171 of the Insolvency Act 1986 ("the Act") on delivering to the Registrar of Companies the final account and notice saying whether any creditor has objected to release.

The Liquidator will be released under Section 173 of the Act at the same time as vacating office unless any of the Company's creditors objected to release.

Relevant extracts of the Rules referred to above are provided overleaf.

Signed: _____

Tauseef A Rashid
Liquidator

Dated: _____

10/02/2020

**RELEVANT EXTRACTS OF RULES 18.9 AND 18.34 OF
THE INSOLVENCY (ENGLAND & WALES) RULES 2016**

Rule 18.9

- (1) The following may make a written request to the office-holder for further information about remuneration or expenses set out in a final report under rule 18.14:
- a secured creditor;
 - an unsecured creditor with the concurrence of at least 5% in value of the unsecured creditors (including the creditor in question); or
 - any unsecured creditor with the permission of the court.
- (2) A request or an application to the court for permission by such a person or persons must be made or filed with the court (as applicable) within 21 days of receipt of the report by the person, or by the last of them in the case of an application by more than one creditor.

Rule 18.34

- (1) This rule applies to an application in a winding-up made by a person mentioned in paragraph (2) on the grounds that:
- the remuneration charged by the office-holder is in all the circumstances excessive;
 - the basis fixed for the office-holder's remuneration under rules 18.16, 18.18, 18.19, 18.20 and 18.21 (as applicable) is inappropriate; or
 - the expenses incurred by the office-holder are in all the circumstances excessive.
- (2) The following may make such an application for one or more of the orders set out in rule 18.36 or 18.37 as applicable:
- a secured creditor; or
 - an unsecured creditor with either
 - (i) the concurrence of at least 10% in value of the unsecured creditors (including that creditor), or
 - (ii) the permission of the court.
- (3) The application by a creditor must be made no later than eight weeks after receipt by the applicant of the final report or account under rule 18.14 which first reports the charging of the remuneration or the incurring of the expenses in question.

MIRIAM IMENE LIMITED IN LIQUIDATION

THE LIQUIDATOR'S FINAL ACCOUNT

10 FEBRUARY 2020

This is the final account on the conduct of the Liquidation of Miriam Imene Limited following the appointment of Tauseef A Rashid as Liquidator on 27 July 2018.

Please note that the Company's affairs are fully wound up and that I am seeking my Release as Liquidator in this matter. The report has been prepared solely to comply with the statutory requirements of The Insolvency Act 1986 and The Insolvency (England and Wales) Rules 2016. This report is private and confidential and may not be relied upon, referred to, reproduced or quoted from, in whole or in part, by members and creditors for any purpose other than updating them for the purposes, or by any other person for any purpose other than updating them for information purposes, or by any other person for any purpose whatsoever.

OBJECTIONS TO THE LIQUIDATOR'S RELEASE

Creditors may object to the Release of the Liquidator by giving notice, in writing, within 8 weeks of the receipt of this report, or on final determination of any Court application.

Tauseef A Rashid is licensed to act as an Insolvency Practitioner by The Institute Of Chartered Accountants In England and Wales

CONTENTS

INTRODUCTION

THE PROGRESS OF THE LIQUIDATION

CREDITORS: CLAIMS AND DISTRIBUTIONS

OTHER MATTERS AND INFORMATION TO ASSIST CREDITORS

THE LIQUIDATOR'S FEES AND EXPENSES

CLOSURE OF THE LIQUIDATION

APPENDICES

Appendix 1 Statutory Information

Appendix 2 The Liquidator's receipts and payments account as at 10 February 2020

Appendix 3 Schedule of Liquidator's time costs for the Review Period and the liquidation

Appendix 4 The Liquidator's detailed narrative list of work undertaken during the Review Period

ABBREVIATIONS

For the purpose of this report the following abbreviations shall be used:

"the Act"	Insolvency Act 1986
"the Rules"	Insolvency (England and Wales) Rules 2016
"the Liquidator"	Tauseef A Rashid
"Email"	nottingham@quantuma.com
"the Company"	Miriam Imene Limited (in Liquidation)
"Decision Procedure"	Vote by Correspondence Virtual Meeting – allows creditors to participate without the need to attend. Electronic Voting – an electronic system that allows creditors to vote without the need to attend. Physical Meeting – meeting held at a specific location and time where creditors need to attend in person.
"SIP"	Statement of Insolvency Practice (England & Wales)
"Small Debts"	Claims of £1,000 or less
"Review Period"	Period covered by the report from 27 July 2019 to 10 February 2020

INTRODUCTION

Introduction

This report has been prepared to provide members and creditors with an update on the progress of the Liquidation of the Company since the Liquidator's last report dated 15 August 2019.

The report has been prepared in accordance with insolvency legislation to provide members and creditors and the Registrar of Companies with details of the progress made during the Review Period, and with an overview of the conduct of the Liquidation and summary of the information provided in the annual progress reports that have been issued during the Liquidation. Copies of these reports are available on request.

A schedule of statutory information in respect of the Company is attached at Appendix 1.

Details of the appointment of the Liquidator

Tauseef A Rashid of Quantuma was appointed Liquidator of the Company on 27 July 2018.

On 1 April 2019 Kingsland Business Recovery merged with Quantuma LLP. Mr Rashid remains as sole Liquidator in this matter.

THE PROGRESS OF THE LIQUIDATION

The Liquidator's receipts and payments account

Attached at Appendix 2 is a receipts and payments account covering the Review Period, together with a summary of the transactions during the course of the Liquidation to the date of this report.

VAT basis

Receipts and payments are shown net of VAT, with any amount due from HM Revenue and Customs shown separately. There was £0.18 of irrecoverable VAT as shown on the receipts and payments account at appendix 2.

Realisation of assets

Cash held in client account

A total of £5,974.97 was being held in Kingsland Business Recovery's client account, this related to funds held in the Company's bank account. These funds were received by the Liquidator on appointment.

Bank interest gross

A minimal amount of £1.75 has been received on the credit balance held in the client account.

Administrative, statutory & regulatory tasks

The Liquidator has 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 progression of the Liquidation, which has ensured that the Liquidator and his staff have carried out the work to high professional standards.

During the Review Period, primarily these tasks have included:

- Drafting and issuing the progress report to creditors;
- Consulting with and instructing staff and independent advisers as regards practical, technical and legal aspects of the case to ensure efficient progress;
- Maintaining electronic case files, which must include records to show and explain the Liquidation and any decisions made by the Liquidator that materially affect the Liquidation;
- 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;
- Maintaining and updating the estate cash book and bank accounts, including regular bank reconciliations and processing receipts and payments; and
- Completing periodic tax returns.
- Closing procedures including preparing the Final Report.

CREDITORS: CLAIMS AND DISTRIBUTIONS

Secured creditors

There were no secured creditors on this case.

Preferential creditors

No preferential claims have been received by the Liquidator.

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 previously advised, the Company did not grant a floating charge and consequently the prescribed part does not apply.

Unsecured creditors

Unsecured claims were estimated at £36,333.69 in the Director's Estimated Statement of Affairs and, to date, 6 claims have been received totalling £39,212.40.

There have been insufficient asset realisations to allow for a return to unsecured creditors and, as such, these claims have not been formally adjudicated.

Notice of No Dividend

I confirm that no dividend will be distributed as the funds realised have already been distributed or used or allocated for defraying the expenses of the Liquidation.

The Liquidator will now proceed to conclude the Liquidation and, therefore, any claims against the assets of the Company are required to be established by 10 March 2020.

OTHER MATTERS AND INFORMATION TO ASSIST CREDITORS

Investigations

As part of the Liquidator's statutory duties, an investigation into the conduct of the Company director was completed.

In this regard, a confidential report was submitted to The Insolvency Service on 26 October 2018.

SIP2 - Initial assessment of potential recoveries

As part of my duties as Liquidator, 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 review has been completed and we confirm that we did not identify any further assets or actions which would lead to a recovery for creditors

EU regulations (whether proceedings are main proceedings or territorial)

The Company's centre of main interest was in the UK as their registered office was C/o Shariff Accountants, 1022-1026 Coventry Road, Birmingham, B25 8DP and their trading address was 5a High Street, Loughborough, LE11 1YP and, therefore, it is considered that the EU Regulations apply. These proceedings are main proceedings as defined in the EU Regulations.

General data protection regulation

In compliance with the General Data Protection Regulation, creditors, employees, shareholders, directors and any other stakeholder who is an individual (i.e. not a corporate entity) in these insolvency proceedings is referred to the Privacy Notice in respect of Insolvency Appointments, which can be found at this link www.quantuma.com/legal-notice/.

Further information

Please note that the Liquidator is bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment. Further information can be viewed at the following link <https://www.gov.uk/government/publications/insolvency-practitioner-code-of-ethics> Additionally the Liquidator is also bound by the regulations of their Licensing Bodies.

To comply with the Provision of Services Regulations, some general information about Quantuma LLP, including our complaints policy and Professional Indemnity Insurance, can be found at <http://www.quantuma.com/legal-information/>.

THE LIQUIDATOR'S FEES AND EXPENSES

A copy of 'A Creditors Guide to Liquidator's Fees' effective from 6 April 2017 together with Quantuma LLP's current schedule of charge-out rates and chargeable disbursements may be found at <https://www.quantuma.com/guide/creditors-guide-fees/>.

A hard copy of both the Creditors' Guide and the firm's charge-out rate and disbursement policy may be obtained on request at no cost.

Pre-appointment costs

The creditors authorised the fee of £5,000 plus VAT for assisting the directors in calling the consent procedure and with preparing the statement of affairs on 28 August 2018.

The fee for the statement of affairs and deemed consent procedure was paid from first realisations on appointment and is shown in the enclosed receipts and payments account.

Liquidator's remuneration

The basis of the Liquidator's fee was fixed on 28 August 2018 by postal resolutions considered and approved by creditors on 28 August 2018 as follows:

"That the basis of the Liquidator's fees be fixed by reference to the time properly given by the Liquidator and his staff in attending to matters to a maximum as set out in the fee estimate. Such time is to be charged at the prevailing standard hourly charge out rates used by the firm at the time when the work is performed."

In summary, the Liquidator's time costs for the Review Period totals £1,194, representing 8.8 hours at an average hourly rate of £135.68. A full breakdown of these costs can be found at Appendix 3. A detailed narrative list of work undertaken by the Liquidator during the Review Period can be found at Appendix 4.

A summary of the total remuneration charged for the period of the Liquidation to date is provided below. Total time costs amount to £5,328.60 representing 35.52 hours at an average hourly rate of £150.02. A full breakdown of these costs can be found at Appendix 3. A detailed narrative breakdown of time costs incurred in previous Review Periods has been provided in earlier reports.

Fees totalling £812.65 plus VAT have been drawn during the period of the Liquidation to date and £4,515.95 has been written off.

We believe this case generally to be of average complexity and no extraordinary responsibility has to date fallen upon me as Liquidator.

Comparison of estimates

The Liquidator's time costs incurred to date (whether or not they have been charged to the Liquidation estate) are compared with the original fees estimate as follows.

Work category	Original fee estimate			Actual time costs incurred during the Review Period			Actual total time costs incurred to date		
	No. of hours	Blended hourly rate £ per hour	Total fees £	No. of hours	Average hourly rate £ per hour	Total time costs £	No. of hours	Average hourly rate £ per hour	Total time costs £
Administration and Planning	19.5	181.15	3,532.50	2.3	160.43	369.00	12.3	174.15	2,142.00
Creditors	17.0	166.76	2,835.00	6.0	124.50	747.00	11.32	141.84	1,605.60
Investigations	19.0	187.37	3,560.00	0.3	180.00	54.00	11.0	135.82	1,494.00
Realisation of Assets	3.5	154.29	540.00	0.2	120.00	24.00	0.7	90.00	63.00
Trading	-	-	-	-	-	-	0.2	120.00	24.00
TOTAL	59.0	177.42	10,467.50	8.8	135.68	1,194.00	35.52	150.02	5,325.60

Liquidator's Expenses

The expenses incurred during the Review Period and to date are compared with the original expenses estimate as follows:

Expenses	Original expenses estimate £	Actual expenses incurred in the Review Period £	Amount paid in the Review Period £	Actual total expenses incurred to date £	Amount paid to date £
Advertising	222.63	Nil	Nil	190.68	163.00
Bank charges	10.00	Nil	Nil	Nil	Nil
Bonding	96.00	Nil	Nil	96.00	Nil
TOTAL	328.63	Nil	Nil	286.68	163.00

Having regard for the costs that are likely to be incurred in bringing this Liquidation to a close, the Liquidator considers that:

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

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, for the Liquidator to provide additional information regarding remuneration or expenses to that already supplied within this report. Such requests must be made within 21 days of receipt of this report.

Creditors' right to challenge remuneration 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 remuneration which the Liquidator is 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 remuneration and/or expenses being complained of.

Please note that such challenges may not disturb remuneration or expenses disclosed in prior progress reports.

CLOSURE OF THE LIQUIDATION

All matters have been concluded and the Liquidator will vacate office and obtain their Release as Liquidator on delivering the final account to the Registrar of Companies.

The company will subsequently be dissolved automatically (cease to exist) three months after the delivery of the final account.

Should you have any queries in regard to any of the above please do not hesitate to contact Haseeb Butt on 0800 9553595 or by e-mail at nottingham@quantuma.com


Tauseef A Rashid
Liquidator

Appendix 1**MIRIAM IMENE LIMITED
(IN LIQUIDATION)****STATUTORY INFORMATION**

Company Name	Miriam Imene Limited
Trading Address	5a High Street, Loughborough, LE11 1YP
Trading Name/Former Trading Name	La Favorita
Proceedings	In Liquidation
Date of Appointment	27 July 2018
Liquidator	Tauseef A Rashid Quantuma LLP 14 Derby Road, Stapleford, Nottinghamshire, NG9 7AA
Email	nottingham@quantuma.com
Registered office Address	c/o Quantuma LLP 14 Derby Road, Stapleford, Nottinghamshire, NG9 7AA
Former Registered Office	C/o Shariff Accountants, 1022-1026 Coventry Road, Birmingham, B25 8DP
Company Number	06942308
Incorporation Date	24 June 2009

**MIRIAM IMENE LIMITED
(IN LIQUIDATION)**

**THE LIQUIDATOR'S RECEIPTS AND PAYMENTS ACCOUNT
AS AT 10 FEBRUARY 2020**

Miriam Imene Limited
(In Liquidation)
Liquidator's Summary of Receipts & Payments

Statement of Affairs £	From 27/07/2019 To 10/02/2020 £	From 27/07/2018 To 10/02/2020 £
ASSET REALISATIONS		
Bank Interest Gross	0.21	1.75
5,974.97 Cash held in client account	NIL	5,974.97
NIL Plant & Machinery	NIL	NIL
	<u>0.21</u>	<u>5,976.72</u>
COST OF REALISATIONS		
Irrecoverable VAT	0.13	0.18
Office Holders Expenses	NIL	163.00
Office Holders Fees	0.89	813.54
Preparation of S. of A.	NIL	5,000.00
	<u>(1.07)</u>	<u>(5,976.72)</u>
UNSECURED CREDITORS		
(17,450.00) Director's Loan Account	NIL	NIL
(16,400.00) H M Revenue & Customs	NIL	NIL
(2,483.69) Trade & Expense Creditors	NIL	NIL
	<u>NIL</u>	<u>NIL</u>
DISTRIBUTIONS		
(1.00) Ordinary Shareholders	NIL	NIL
	<u>NIL</u>	<u>NIL</u>
<u>(30,359.72)</u>	<u>(0.86)</u>	<u>NIL</u>
REPRESENTED BY		
		NIL

Appendix 3

MIRIAM IMENE LIMITED
(IN LIQUIDATION)

SCHEDULE OF THE LIQUIDATOR'S TIME COSTS DURING THE REVIEW PERIOD AND THE WHOLE PREIOD OF THE LIQUIDATION

Time Entry - Detailed SIP9 Time & Cost Summary

0932 - Miriam Imene Limited t/a La Favorita
From 27/07/2019 To 10/02/2020
Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
301 File Reviews and Strategy Notes	0.00	0.00	1.80	0.50	2.30	369.00	160.43
Admin & Planning	0.00	0.00	1.00	0.50	2.30	369.00	160.43
401 Periodic Meetings and Reports	0.00	0.00	2.10	3.50	5.60	893.00	159.29
407 Taxation (post appointment)	0.00	0.00	0.20	0.20	0.40	64.00	160.00
Creditors	0.00	0.00	2.30	3.70	6.00	947.00	157.83
601 Correspondence with directors/auditor	0.00	0.00	0.30	0.00	0.30	48.00	160.00
Investigations	0.00	0.00	0.30	0.00	0.30	48.00	160.00
703 Cashflow for Trading	0.05	0.05	0.20	0.00	0.30	48.00	160.00
Trading	0.00	0.00	0.20	0.00	0.20	32.00	160.00
Total Hours	0.00	0.00	4.60	4.20	8.80	1,394.00	158.41
Total Fees Claimed						1,394.00	

0032 - Miriam Imene Limited t/a La Favorita
From: 27/07/2018 To: 10/02/2020
Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
301 Fee Reviews and Strategy Notes	0.00	0.00	3.00	2.60	5.60	729.00	144.00
302 Post appointment Formletters	2.00	0.00	3.50	1.60	7.30	1,422.00	164.74
Admin & Planning	2.00	0.00	6.50	3.80	12.30	2,142.00	174.15
J01 Periodic Meetings and Reports	0.00	0.00	2.10	3.50	5.60	652.00	123.75
J03 Pension Scheme	0.00	0.00	0.20	0.50	0.80	95.00	123.75
J07 Taxation post appointment	0.00	0.00	1.50	0.60	2.30	342.00	149.70
J08 Unsecured Creditors	0.00	0.00	2.60	0.60	3.20	473.00	160.00
Creditors	0.00	0.00	6.52	4.80	11.32	1,605.00	141.84
F01 Correspondence with directors/donor	0.00	0.00	0.80	0.50	1.30	162.00	145.35
F02 Investigative work	0.00	0.00	0.70	0.40	1.10	137.00	124.55
F03 D report	0.00	0.00	1.60	0.00	1.60	258.00	160.00
Investigations	1.00	0.00	3.10	0.90	5.00	1,494.00	135.82
F02 Property	0.00	0.00	0.80	0.70	0.70	63.00	90.00
Realisation of Assets	0.00	0.00	0.00	0.70	0.70	63.00	90.00
T03 Cashflow for Trading	0.00	0.00	0.20	0.00	0.20	24.00	120.00
Trading	0.00	0.00	0.20	0.00	0.20	24.00	120.00
Total Hours	3.00	0.00	10.32	16.20	35.52	5,328.00	150.02
Total Fees Claimed						612.65	

**MIRIAM IMENE LIMITED
(IN LIQUIDATION)**

THE LIQUIDATOR'S DETAILED NARRATIVE LIST OF WORK UNDERTAKEN DURING THE REVIEW PERIOD

Description of work undertaken	Includes
ADMINISTRATION & PLANNING	
General Administration - Dealing with all routine correspondence and emails relating to the case.	
Case strategy & completing file reviews at 1 month, 2 months & 6 months.	Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case 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
VAT & Corporation Tax matters and returns.	Preparation and filing of VAT Returns Preparation and filing of Corporation Tax Returns
CREDITORS	
Dealing with creditor correspondence, emails and telephone conversations.	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via email and post
Dealing with HMRC claims	
Annual/Progress Reports	Preparing, circulating and filing progress reports. Disclosure of sales to connected parties
Initial Appointment Notification to Creditors - Preparing the documentation & sending out Initial appointment notification to creditors	Preparing a fee estimate for inclusion with the report to creditors.
INVESTIGATIONS	
Investigating & Pursuing Antecedent Transactions	
REALISATION OF ASSETS	
Realisation of Assets	Realising funds due to the Company
CASHIERING	
Opening, maintaining and managing the Office Holders' cashbook and bank account.	Preparing correspondence opening and closing accounts Requesting bank statements Correspondence with bank regarding specific transfers Maintenance of the estate cash book
Bank Reconciliations	
Preparing & Filing statutory Receipts & Payments accounts	Preparing and filing statutory receipts and payments accounts at Companies House
CLOSING PROCEDURES	
Filing final statutory returns at Companies House/Court	

Current Charge-out Rates of the staff who have worked on the case

Time charging policy

Support staff and executive assistants do not charge their time to each case except when the initial set up is being performed or when a sizeable administrative task or appropriate ad hoc duty is being undertaken

Support staff include secretarial and administrative support.

The minimum unit of time recorded is 6 minutes.

Rates may have been subject to periodic increase.

Staff	Charge out rates £
Insolvency Practitioner	315
Managers	210 - 250
Administrators	120 - 180
Support Staff	90