

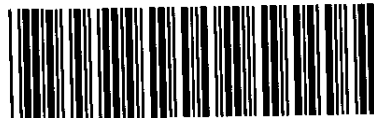
# LIQ03

## Notice of progress report in voluntary winding up



Companies House

MONDAY



A08 \*A7LH2KH5\* #318  
24/12/2018  
COMPANIES HOUSE

### 1 Company details

Company number 0 6 9 7 6 8 0 6

Company name in full Bespoke Auto Technology Limited

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

### 2 Liquidator's name

Full forename(s) Vincent A

Surname Simmons

### 3 Liquidator's address

Building name/number 7 St. Petersgate

Street Stockport

Post town Cheshire

County/Region

Postcode S K 1 1 E B

Country

### 4 Liquidator's name ①

Full forename(s) Paul

Surname Zalkin

① Other liquidator  
Use this section to tell us about  
another liquidator.

### 5 Liquidator's address ②

Building name/number Vernon House

Street

Post town 23 Sicilian Avenue

County/Region London

Postcode W C 1 A 2 Q S

Country

② Other liquidator  
Use this section to tell us about  
another liquidator.

LIQ03

Notice of progress report in voluntary winding up

**6** Period of progress report

From date	<sup>d</sup> 2	<sup>d</sup> 4	<sup>m</sup> 1	<sup>m</sup> 0	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 1	<sup>y</sup> 7
To date	<sup>d</sup> 2	<sup>d</sup> 3	<sup>m</sup> 1	<sup>m</sup> 0	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 1	<sup>y</sup> 8

**7** Progress report

☒ The progress report is attached

**8** Sign and date

Liquidator's signature

Signature

X

*VA S*

X

Signature date

<sup>d</sup> 1	<sup>d</sup> 8	<sup>m</sup> 1	<sup>m</sup> 2	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 1	<sup>y</sup> 8
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LIQ03

## Notice of progress report in voluntary winding up

**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	Julie Bridgett
Company name	BV Corporate Recovery & Insolvency Services Limited
Address	7 St. Petersgate Stockport
Post town	Cheshire
County/Region	
Postcode	S K 1 1 E B
Country	
DX	
Telephone	0161 476-9000

**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)

**Bespoke Auto Technology Limited (“the Company”)**

**Joint Liquidators’ Progress Report for the period from  
24 October 2017 to 23 October 2018**

## **CONTENTS**

1. Statutory information
- 2 The Joint Liquidators
3. Progress During the Period and Receipts and Payments account
4. Assets which remain to be realised
- 5 Investigations
6. Remuneration and expenses [including statement of affairs fees]
7. Estimated outcome for creditors / Distributions
- 8 Creditors' Rights
9. Conclusion

## APPENDICES

- |            |  |
|------------|--|
| Appendix A | Receipts and Payments Account for the Period from 24 October 2017 to 23 October 2018   |
| Appendix B | Time costs analysis for the Period 24 October 2017 to 23 October 2018, together with the Joint Liquidators' disbursement policies and charge out rates |
| Appendix C | Fees estimate  |

## 1. STATUTORY INFORMATION

Name of Company: Bespoke Auto Technology Limited ("the Company")  
 Trading name(s): Bespoke Auto Technology Limited  
 Date of Incorporation: 30 July 2009  
 Company registered number: 06976806  
 Company registered office: Unit 9 Valley Court, Middlewich, Cheshire, CW10 0GF  
 Company's Directors and Secretary:

	Date appointed	Date resigned	Shares held
<b>Director(s)</b>			
Mark Edward Gregson Cross	30 July 2009		100
Claire Gabrielle Cross	27 October 2014		
<b>Secretary</b>			
Mark Edward Gregson Cross	30 July 2009		

## 2. THE LIQUIDATOR

Names of Joint Liquidators: Vincent A Simmons, (8898), Licensed Insolvency Practitioner of BV Corporate Recovery & Insolvency Services Limited  
 Paul Zalkin, (18612), Licensed Insolvency Practitioner of Quantuma LLP  
 Date of appointment: 24 October 2017  
 Joint Liquidators' contact details: BV Corporate Recovery & Insolvency Services Limited  
 7 St Petersgate, Stockport, SK1 1EB  
 Julie Bridgett  
 0161 476 9000  
[j.bridgett@bvllp.com](mailto:j.bridgett@bvllp.com)  
 Quantuma LLP  
 High Holborn House, 52-54 High Holborn, London, WC1V 2RL  
 Evgeny Khoruzhiy  
 01628 478100  
[EvgenyKhoruzhiy@quantuma.com](mailto:EvgenyKhoruzhiy@quantuma.com)

### 3. PROGRESS DURING THE PERIOD AND RECEIPTS AND PAYMENTS

Attached at Appendix A is a copy of the Receipts and Payments account for the Period. The progress and movement on the account is explained as follows:

#### **Asset Realisations**

##### Book Debts

The book debts were shown on the statement of affairs as having an estimated to realise value of £98,643. However, they were subject to a factoring agreement held with HSBC Invoice Finance (UK) Limited ('HSBCIF'). The estimated amount due to HSBCIF was £77,346.

The director, Mark Cross, provided all the relevant paperwork to HSBCIF to enable collection of the debts. However, the majority of the debts were disputed.

HSBCIF provided a summary of the outstanding debts that they were unable to collect, which totalled £87,759. HSBCIF also advised that they had an amount outstanding in the sum of £66,597.80.

##### Plant, Machinery, Equipment and Stock

Independent agents, Eddisons Commercial Limited, had visited the company's premises prior to the date of liquidation and provided a valuation of the assets.

Following the virtual meeting of creditors, the agents received an offer from the director, Mark Cross, on behalf of Auto Tech Essentials Limited to purchase the assets in the sum of £5,000 plus VAT. Mark Cross is also a director of Auto Tech Essentials Limited. No other offers were received and the agents recommended acceptance of the offer.

It was agreed that payment may be made by three equal monthly instalments of £2,000, commencing on 30 January 2018. There was some delay in obtaining the payments, however, the full amount has been received.

The sale included the Milling machine, which was subject to a hire purchase agreement held with Siemens. Auto Tech Essentials Limited purchased the equity element of the agreement. The agreement with Siemens was novated to Thewlis Gregson Limited, a company which had the same directors as Auto Tech Essentials Limited, with the agreement of the joint liquidators.

##### Leased Assets & Premises

The phone system and the Caddy Van were subject to lease agreements. These assets were returned to the relevant finance companies.

The company traded from leased premises at Unit 9 Valley Court, Middlewich, Cheshire, CW10 0GF. The keys were returned to the landlord, as there was no value in the lease, and it was subsequently disclaimed.

##### Director's Loan Account

It was shown on the statement of affairs that the Director's Loan Account was estimated to be overdrawn in the sum of £386. Investigations are being carried out by the joint liquidator to establish if this is the correct amount.

#### **Costs of Realisations**

As mentioned above, Eddisons Commercial Limited was instructed to value and sell the company's assets. Eddisons were chosen for their expertise in this area and have been paid an agreed fee of £1,450 plus VAT, together with disbursements of £23.40 plus VAT, in this respect.



### Connected Party Transactions

In accordance with Statement of Insolvency Practice 13, I advise you that the following assets have been sold to a director of the company:

Date of transaction	Assets & nature of transaction	Consideration paid & date	Purchaser	Relationship
17 January 2018	Plant, Machinery, Equipment and Stock (including the interest in equity element of the milling machine)	5 February 2018 - £2,000  6 April 2018 – £2,000  8 August 2018 - £2,000  (Incl VAT)	Auto Tech Essentials Limited	Common director – Mark Cross

The sale is considered to be a connected party transaction and I provide the additional information for transparency:

- Valuations obtained – The independent agents provided a market value for the owned company assets on both an in-situ and ex-situ scenario.
- Any additional costs incurred in removing the assets were avoided by selling to the connected party.
- Selling the interest in the equity element of the agreement held with Siemens and novating the agreement, avoided any additional costs in removing the milling machine and ensured that there was no loss to Siemens.
- No other offers were received.

## 4. ASSETS WHICH REMAIN TO BE REALISED

The Receipts and Payments Account at Appendix A not only provides the realisations to date but also provides the Statement of Affairs figure as provided by the Company's Director(s). It will be seen from the anticipated assets (shown in the far left-hand column) that the following assets remain to be realised.

Book Debts – As detailed above, it would appear unlikely that any realisations will be received from the book debts.

Director's Loan Account – Investigations are continuing to establish the correct amount of the director's loan account.

## 5. INVESTIGATIONS

A Liquidator is required to carry out work which complies with the requirements of the Company Directors Disqualification Act 1986. Whilst this work may not necessarily bring about any financial benefit to the creditors (unless potential recoveries are identified) we must carry it out.

In accordance with Statement of Insolvency Practice 2 - Investigations by Officeholders in Administration and Insolvent Liquidations the joint liquidator has conducted an initial review of the Company's records and completed the online questionnaire regarding the conduct of the Directors to the Department for Business,

Energy and Industrial Strategy (DBEIS), as provided by them. The submission and the outcome thereof is confidential and cannot be disclosed to you in this report.

The investigations did not reveal any potential recoveries for the benefit of the creditors to date, however, they remain ongoing.

Further information may be provided in the next report.

## 6. REMUNERATION AND EXPENSES

### Statement of Affairs Costs

The Insolvency Service have confirmed that Statement of Affairs fees constitute Liquidator's remuneration. Accordingly, I am permitted to recover these costs, with the approval of the Company's creditors. The directors personally paid the sum of £5,000 prior to the date of liquidation, in respect of these costs. It was agreed that the balance of £833.33 plus VAT would be a first charge on the company assets and therefore, will be paid from the funds held.

My remuneration was approved by creditors on a time costs, together with disbursements, including category 2, via a virtual meeting of creditors held on 24 October 2017. The costs which were approved are again set out below for your information. It can be seen from the Receipts and Payments Account at Appendix A that costs have been drawn where funds permit

The remuneration for the joint liquidator, Paul Zalkin, was not approved at the virtual meeting. A Notice of a Decision Procedure was sent to creditors on 3 November 2017, to seek authorisation on a time costs basis. However, no voting forms were received by the decision date, 24 November 2017.

Recipient	Services Provided	Basis of Fee Agreement	Total Approved (£)
BV Corporate Recovery & Insolvency Services Ltd	Statement of Affairs Fee	Fixed	5,000.00 plus VAT
BV Corporate Recovery & Insolvency Services Ltd	Liquidator's Remuneration	Time Costs as per Fee Estimate	4,217.50
Quantuma LLP	Liquidator's Remuneration	Time Costs as per Fee Estimate	

### Joint Liquidator's Remuneration and Expenses

#### Remuneration

The basis of my remuneration was fixed on a Time and Expenses on 24 October 2017.

The basis of the remuneration for the joint liquidator, Paul Zalkin, is to be approved.

### Time Costs

Prior to the decision procedure, I provided my fees estimate / information which acted as a cap on my time costs, without the further approval of the Company's creditors. A copy of my original fee estimate can be found at Appendix C of this report.

You will note that the estimate provided for time costs of £10,122.50 which equated to 52.5 hours at an average charge out rate of £193 per hour.

My time costs for the period covered by this report amount to £12,306.67, which represents 60 hours at an average charge out rate of £205 per hour. A breakdown of the costs incurred, in accordance with Statement of Insolvency Practice 9, can also be found at Appendix C of this report.

My time costs are £12,306.67, which has exceeded my fees estimate. However, I do not believe that I need to increase my estimate at this time, as there are minimal funds available to potentially settle any costs.

Time costs incurred during the period of this report for the joint liquidator, Paul Zalkin, amount to £12,893.50, which represents 64 hours at an average charge out rate of £201 per hour. As mentioned above, previous approval has not been obtained for such costs and will therefore need to be sought from creditors.

### Creditors' Rights

A copy of 'A Creditors' Guide To Liquidator's Fees' is available on request or can be downloaded from <http://www.insolvency-practitioners.org.uk/regulation-and-guidance/guides-to-fees>.

### Liquidator's Expenses

Set out below is information on the anticipated expenses together with the actual expenses incurred to date:

Type Of Expense	Provider	Original Estimate (£)	Incurred To Date (£)	Paid To Date (£)	Amount Outstanding (£)
Specific Bond	AUA Insolvency Risk services Ltd	80.00	80.00	NIL	80.00
Statutory Advertising	Courts advertising Ltd	253 80	253 80	NIL	253.80

## 7. ESTIMATED OUTCOME FOR CREDITORS / DISTRIBUTIONS

### Secured Creditor

The Company granted a fixed and floating charge to HSBC Invoice Finance (UK) Ltd on 26 April 2017 which was also registered at Companies House on the same day.

At the date of Liquidation, the indebtedness to the Bank was estimated to be £77,346 and has since been amended to £66,597.80.

### Preferential Creditors

The preferential creditors were shown as uncertain in the estimated Statement of Affairs. Payments have been made from the National Insurance Fund ("the Fund") to the employees, however, details of the claim has not yet been received

At present it appears unlikely that there will be sufficient funds available to enable a dividend to be paid to preferential creditors.

### Prescribed part for the unsecured creditors s176A Insolvency Act 1986

#### What the provisions state

Section 176A of the 1986 Insolvency Act provides that where the Company has created a floating charge on or after 15 September 2003 the Liquidator must calculate and make a 'prescribed part' of the Company's net property available for the unsecured creditors ahead of any distribution to the floating charge holder.

Net property means the amount available to floating charge holders out of the floating charge assets after accounting for the preferential debts of the Company and the costs of realising the floating charge assets.

The prescribed part of the Company's net property is calculated by reference to a sliding scale:

- 50% of the first £10,000 of net property;
- 20% of net property thereafter;
- Up to a maximum amount to be made available of £600,000

A Liquidator is not required to set aside the prescribed part of net property if:

- the net property is less than £10,000 and the Liquidator is of the opinion that the cost of distributing the prescribed part would be disproportionate to the benefit, or
- the Liquidator makes an application to the court for an Order on the grounds that the cost of distributing the prescribed part would be disproportionate to the benefit and the Court so orders that the provision shall not apply.

#### How the Provisions Apply to This Company

It is anticipated that a distribution will not be made under the prescribed part, as there are insufficient funds available.

## Unsecured Creditors

The Liquidation commenced with creditor claims totalling £330,978.

At the date of this report I have received claims totalling £309,593.73 from seventeen creditors. I am yet to receive claims of £65,481.81 from fourteen creditors, as per the Director's Statement of Affairs. Claims from some creditors are higher than originally estimated.

Based on the information available to me at the date of this report, there is likely to be insufficient asset realisations to make a distribution to the unsecured creditors.

## 8. CREDITORS' RIGHTS

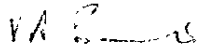
Within 21 days of the receipt of this report, a secured creditor, or an unsecured creditor (with the concurrence of at least 5% in value of the unsecured creditors), may request in writing that the administrator provide further information about his remuneration or expenses (other than pre-administration costs) which have been itemised in this progress report.

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

## 9. CONCLUSION

We are required to deliver a copy of our progress report within two months after the end of the period covered by the report.

For and on behalf of  
Bespoke Auto Technology Limited ("the Company")



Vincent A Simmons  
Joint Liquidator

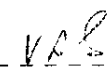
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**APPENDIX A**

**RECEIPTS AND PAYMENTS ACCOUNT FOR THE PERIOD 24 OCTOBER 2017 TO 23 OCTOBER 2018**

**Bespoke Auto Technology Limited**  
**( In Liquidation)**  
**Joint Liquidators' Summary of Receipts & Payments**

Statement of Affairs £		From 24/10/2017 To 23/10/2018 £	From 24/10/2017 To 23/10/2018 £
98,643.00	SECURED ASSETS Book Debts	NIL NIL	NIL NIL
( 77,346.00)	SECURED CREDITORS HSBC Invoice Finance	NIL NIL	NIL NIL
14,000.00 ( 11,381.00)	HIRE PURCHASE Milling Machine Siemens Financial Services Limited	2,500.00 NIL 2,500.00	2,500.00 NIL 2,500.00
NIL 2,900.00 100.00 386.00	ASSET REALISATIONS Intangible Assets - R & D Plant, Machinery & Equipment Stock Director's Loan Account	NIL 2,500.00 NIL NIL 2,500.00	NIL 2,500.00 NIL NIL 2,500.00
	COST OF REALISATIONS Agents/Valuers Fees Agents/Valuers Disbursements	1,450.00 23.40 ( 1,473.40)	1,450.00 23.40 ( 1,473.40)
Uncertain	PREFERENTIAL CREDITORS DE Arrears & Holiday Pay	NIL NIL	NIL NIL
( 88,978.00) Uncertain ( 45,000.00) ( 2,000.00) ( 30,000.00) Uncertain ( 165,000.00)	UNSECURED CREDITORS Trade & Expense Creditors Employees - Redundancy & PILN HSBC Bank plc - Bank Overdraft HM Revenue & Customs - Corporatio HM Revenue & Customs - VAT HM Revenue & Customs - PAYE & NI Funding Circle	NIL NIL NIL NIL NIL NIL NIL NIL	NIL NIL NIL NIL NIL NIL NIL NIL
( 100.00)	DISTRIBUTIONS Ordinary Shareholders	NIL NIL	NIL NIL
<b>( 303,776.00)</b>		<b>3,526.60</b>	<b>3,526.60</b>
	REPRESENTED BY Vat Receivable Bank 1 Current Vat Payable		294.68 4,231.92 ( 1,000.00)
			<b>3,526.60</b>

  
 Vincent A Simmons  
 Joint Liquidator

**APPENDIX B****Explanation of the Liquidator's Charging and Disbursement Recovery Policies****BV Corporate Recovery & Insolvency Services Ltd****Time Recording**

Work undertaken on cases is recorded in 5 minute units in an electronic time recording system. Time properly incurred on cases is charged at the hourly rate of the grade of staff undertaking the work that applies at the time the work is done. The current hourly charge-out rates are:

**CURRENT CHARGE-OUT RATES**

<b>Grade of Staff</b>	<b>Hourly Rate (£)</b>
Partner	255
Manager	170-195
Senior Administrator	165
Administrator	75

The cost of Support Staff is incorporated within the case workers charge-out rate. Hourly charge-out rates are reviewed on 1 April each year. A Creditors' Guide to Office Holders' Fees is available at [www.bennettverby.co.uk](http://www.bennettverby.co.uk).

**CATEGORY 2 DISBURSEMENTS**

Printing-Initial Notices & post meeting report/SIP 6	£ 2.80 per Creditor/Member
Telephone	£ 0.30 per Creditor
Postage	£ 2.00 per Creditor/Member
Storage	£1.00 per box per month
Records-destruction	£1.50 per box
Mileage	45 pence per mile (per HMRC guidelines)

**Category 1 disbursements**

These are costs where there is specific expenditure directly attributable both to the appointment in question and a payment to an independent third party. These may include, for example, advertising, room hire, storage, postage, telephone charges, travel expenses and equivalent costs reimbursed to the office holder or his or her staff.

**Category 2 disbursements**

These are costs that are directly referable to the appointment in question but not to a payment to an independent third party. They may include shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis, for example, business mileage.



### **Narrative of the Work Carried Out by the Joint Liquidators**

My remuneration has been fixed on a time costs basis in accordance with my fees estimate.

Approval for Paul Zalkin's remuneration on a time costs basis is sought with this report

Below is a summary of some of the work carried out under each category of time.

#### **Administration and Planning**

The following activities have been undertaken.

- *Statutory duties associated with the appointment.*
- *Notification of the appointment to creditors and other interested parties.*
- *Setting up case files.*
- *Reviewing available information to determine appropriate strategy*
- *Setting up and maintaining a bank account.*
- *Progress reviews of the case.*

Staff of different grades have been assigned to the above activities, depending upon the experience required

#### **Realisation of Assets**

Please refer to the main body of the report but in summary the time spent includes.

- *Correspondence with the secured creditors*
- *Correspondence with agents / solicitors*
- *Correspondence and meetings with interested parties.*
- *Identifying, securing and insuring of assets.*
- *Correspondence with relevant parties in respect of the debt collection.*

The staff assigned were assigned dependent upon their level of experience.

#### **Creditors and Distributions**

The time spent includes the following matters:

- *Recording and maintaining the list of creditors.*
- *Dealing with employee related matters.*
- *Dealing with retention of title claims*
- *Liaising with landlords*

- *Recording creditor claims.*
- *Reporting to creditors.*
- *Meetings of creditors.*
- *Dealing with creditor queries.*
- *Reviewing and evaluating creditor claims.*

### **Investigations**

A considerable amount of time has been spent carrying out investigations.

**Time and Charge Out Summary****BV Corporate Recovery & Insolvency Services Ltd**

Classification of work function	Partner	Manager	Administrator	Hours	Time Cost	Average
					(£)	Hourly Rate (£)
Administration & Planning	6.75	19.00	-	25.75	5,291.25	205
Investigations	8.00	11.08	-	19.08	4,041.25	212
Realisation of assets	0.42	5.50	-	5.92	1,170.42	198
Creditors	-	9.25	-	9.25	1,803.75	195
Other	-	-	-	-	-	-
Total Hours	15.17	44.83	0.00	60.00	12,306.67	205

## Bespoke Auto Technology Limited (In Liquidation)

## QUANTUMA LLP'S SCHEDULE OF CURRENT CHARGE OUT RATES &amp; CHARGEABLE DISBURSEMENT



## Schedule of Current Charge Out Rates and Chargeable Disbursements

## Staff Allocation &amp; Support Staff

An objective and practical approach is taken to each case which includes active Partner involvement from the outset. Other members of staff will be assigned on the basis of experience and specific skills to match the needs of the case. In accordance with the provisions of Statement of Insolvency Practice 9 (SIP 9), set out below are the current charge out rates per hour for the grades of staff employed within Quantuma LLP, exclusive of VAT.

Grade of Staff	Rate from 9 October 2017
Corporate Finance Partner	£500.00
Partner	£295.00 - £495.00
Director	£250.00 - £450.00
Senior Manager	£225.00 - £375.00
Manager	£200.00 - £250.00
Assistant Manager	£185.00 - £265.00
Senior Administrator	£175.00 - £215.00
Administrator	£150.00 - £175.00
Assistant Administrator	£100.00
Case Accountant	£125.00
Junior Administrator	£75.00 - £100.00
Support Staff/Executive Assistant	£95.00 - £125.00

Work undertaken is recorded in 6 minute units in an electronic time recording system. Time properly incurred on cases is charged at the hourly rate of the grade of staff undertaking the work that applies at the time the work is done. There has been no allocation of any general or overhead costs.

Time spent on casework is recording directly to the relevant case and the nature of the work undertaken is recorded at that time. The work is recorded under the following categories:

- Administration & Planning
- Creditors
- Investigations
- Realisation of Assets
- Trading
- Cashiering
- Closing Procedures

On occasion it may be necessary to change the rates applicable to the work undertaken and if this occurs during the period of the assignment any material changes will be notified to creditors as part of the normal fee reporting procedures. Rates are likely to be subject to periodic increase.

The time of support staff and executive assistants is not charged to a case except when the initial set up is being performed or when a sizeable administrative task or appropriate ad hoc duty is being undertaken.

Details of historic charge out rates are provided at the end of this guide. Should any creditor wish to receive details of the charge out rates in force prior to those shown, these can be provided upon request.

## Subcontractors

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



#### Direct Expenses (Category 1 Disbursements)

Category 1 disbursements, as defined by SIP 9, are expenses which are directly referable both to the appointment in question and a payment to an independent third party at cost and without uplift.

These expenses, which do not require the prior approval of creditors, include but are not limited to the following examples:

Category 1 Disbursement	Basis of Charge
Indemnity Bond	At cost of mandatory cover required in accordance with the Insolvency Act 1986 for each appointment
Insurance of assets	At cost in relation to asset coverage requirements
Travel	All forms other than mileage at actual cost
Room Hire	All external venues at actual cost
Storage Retrieval	At cost incurred
Postage	At cost incurred
Virtual Meeting Platform (from 6/4/17)	At cost incurred

#### Indirect Expenses (Category 2 Disbursements)

These are expenses that are directly referable to the appointment in question but which are not to an independent third party and may include shared or allocated costs that can be apportioned to the appointment on a proper and reasonable basis.

They may also include payment to an individual with whom a practice or individual within a practice has a business or personal relationship. Included within the list below is the cost per hour of Mr Mick Brunning, who is the husband of an individual within the practice. It is considered that the services of Mr Brunning represent best value.

Other payments made to individuals of businesses with whom the practice or individual within the practice has a business or personal relationship will be disclosed to creditors and an appropriate resolution for approval will be proposed.

Specific approval for Category 2 Disbursements is required from creditors before they can be paid.

The following indirect disbursements (Category 2 Disbursements, as defined by SIP 9) are charged to cases where appropriate on the following basis:

Category 2 Disbursement	Cost £
Photocopying, scanning and faxes (per side)	0.10
Company Search	10.00
Stationery (per Report/Letter per member/creditor)	0.50
Mileage incurred as a result of necessary travel as per HMRC's approved rate (per mile)	0.45
Internal Meeting Room Hire (outside London)	65.00



Category 2 Disbursement	Cost £
Internal Meeting Room Hire (in London)	95.00
Mick Brunning – collection and listing of books and records (per hour)	10.00
Box Storage (per box for life of case)	50.00
Electronic Anti-Money Laundering Identification Search (per case) (from 1/9/16)	12.00

Category 2 disbursements may be subject to periodic increase and this schedule will be updated accordingly. The schedule is available for creditors to review at <http://www.quantuma.com/guide/creditors-guide-fees/>. Details of historic disbursement charges can be found at the end of this schedule.

#### Professional Advisors

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

#### VAT

With the exception of Individual Voluntary Arrangements and Company Voluntary Arrangements which are VAT exempt, the office holders' remuneration and disbursements invoiced to the insolvency estate will be subject to VAT at the prevailing rate.

#### Creditors' Rights

Information about Creditors' rights can be obtained by visiting the creditors' information micro-site published by the Association of Business Recovery Professionals (R3) at <http://www.creditorinsolvencyguide.co.uk/>. Details about how an office holder's fees may be approved for each case type and challenged are available in a series of guides issued with SIP 9 and can be accessed at <https://www.quantuma.com/guide/creditors-guide-fees/>. Alternatively hard copies of these documents may be requested free of charge from Quantuma LLP's registered office.



# Historic Charge Out Rates

	Rates from 1 June 2016	Rates from 1 April 2016	Rates from 15 July 2015	Rates from 1 April 2015
Partner	£295.00 - £495.00	- £295.00 £475.00	- £295.00 £475.00	- £295.00 - £475.00
Director	£250.00 - £450.00	- £250.00 £325.00	- £250.00 £325.00	- £250.00 - £325.00
Senior Manager	£225.00 - £375.00	- £225.00 £350.00	- £225.00 £350.00	- £225.00 - £275.00
Manager	£200.00 - £250.00	- £200.00 £250.00	- £200.00 £250.00	- £200.00 - £250.00
Assistant Manager	£185.00 - £265.00	- £185.00 £265.00	- £185.00	£185.00
Senior Administrator	£175.00 - £215.00	- £175.00 £215.00	- £175.00 £215.00	- £175.00 - £215.00
Administrator	£150.00 - £175.00	- £150.00 £175.00	- £150.00 £175.00	- £150.00 - £175.00
Assistant Administrator	£100.00	£100.00	£100.00	£100.00
Case Accountant	£125.00	£125.00	£125.00	£125.00
Junior Administrator	£75.00 - £100.00	- £75.00 - £100.00	£75.00 - £100.00	£75.00 - £100.00
Support Staff/Executive Assistant	£95.00 - £125.00	- £95.00 - £100.00	£95.00 - £100.00	£95.00 - £100.00

	Rates from 1 February 2015	Rates from 5 January 2015	Rates from November 2014	1
Partner	£295.00 - £445.00	£295.00 - £425.00	£295.00 - £425.00	
Director	£250.00 - £325.00	£250.00 - £325.00	£250.00 - £325.00	
Senior Manager	£225.00 - £275.00	£225.00 - £275.00	£225.00 - £275.00	
Manager	£200.00 - £250.00	£200.00 - £250.00	£200.00	
Assistant Manager	£185.00	£185.00	£185.00	
Senior Administrator	£175.00	£175.00	£175.00	
Administrator	£150.00 - £175.00	£150.00 - £175.00	£150.00 - £175.00	
Assistant Administrator	£100.00	£100.00	£100.00	
Case Accountant	£125.00	£125.00	£125.00	
Junior Administrator	£75.00 - £100.00	£75.00 - £100.00	£75.00 - £100.00	
Support Staff/Executive Assistant	£95.00 - £100.00	£95.00 - £100.00	£95.00 - £100.00	



### Historic Disbursement Charging Rates

With effect from 6 April 2017, the following charges will no longer be applied to existing or new cases.

Category 1 Disbursement	Basis of Charge
Stationery	At cost incurred
Postage	At cost incurred (other than for reports to creditors scheduled below *)

Category 2 Disbursement	Cost £
File Set Up (per file)	7.00
Postage per Report to Creditors and Members (per report)	0.50
Reports to Members and Creditors (published on line – per report per member/creditor)	0.25

\*to ensure consistent charging of postage across our cases, all postage will be charged at the cost incurred and therefore reports will not be subject to the Category 2 charge shown above.



# Time Entry - SIP9 Time & Cost Summary

6002282 - Bespoke Auto Technology Limited  
Project Code: POST  
From 24/10/2017 To 23/10/2018

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Admin & Planning	0.00	3.05	20.50	13.25	36.80	8,100.00	220.11
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cashiering	0.00	0.00	0.00	0.40	0.40	50.00	125.00
Closing Procedures	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors	0.00	0.50	0.80	0.10	1.40	262.50	187.50
Investigations	0.00	5.80	15.60	1.20	23.60	4,113.50	174.30
Pre Appointment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Realisation of Assets	0.00	0.70	1.10	0.00	1.80	367.50	204.17
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Hours</b>	<b>0.00</b>	<b>10.05</b>	<b>39.00</b>	<b>14.95</b>	<b>64.00</b>	<b>12,893.50</b>	<b>201.46</b>
<b>Total Fees Claimed</b>						<b>0.00</b>	
<b>Total Disbursements Claimed</b>						<b>0.00</b>	

## APPENDIX C

### ORIGINAL FEES ESTIMATE

#### VINCENT SIMMONS – BV CORPORATE RECOVERY & INSOLVENCY SERVICES LTD

#### **Fee information pursuant to The Insolvency (England & Wales) Rules 2016 and Statement of Insolvency Practice 9**

A Liquidator is required to set out details of work required to be undertaken on the assignment at the outset prior to seeking agreement to his fees and expenses.

He is also required to provide an estimate of those fees if he proposes to take those fees by reference to time spent dealing with the assignment. This should outline, in broad terms, what level of work is expected and how long it will take.

Fee estimates are based on the information available at the outset/date of initial request and may, of course, be subject to change if for example, unforeseen circumstances arise during the course of the assignment which may give rise to a request for an increase in the fee estimate. Creditors would be approached for approval of such an increase and the Liquidator must provide an update on the position to creditors.

#### **Proposed fee**

*In addition to the fee for assistance in the preparation of the Statement of Affairs and in dealing with the Decision making process (proposed at £5,000 plus VAT plus applicable statutory advertising costs), the assignment fee is estimated in the sum of £10,122.50 based on a combined charge-out rate of £193 per hour across the categories of staff involved on the assignment and assumes an estimated 52.50 hours to complete the assignment.*

The estimate assumes that the office-holder's activities will cover the following matters (although this is not an exhaustive list):

- **General Administration** – including setting up the case files, inputting information onto the case management system, sending notices to creditors where applicable.
- **Statutory compliance** - Progress and other reports to creditors and shareholders, Director's Conduct reports including recent trading activities.
- **Asset Realisations** - to include strategy for debtor collections, stock realisations and plant, machinery and work-in-progress maximisation. Including any possible Novation of finance Agreements.
- **Creditors** - dealing with claims by suppliers, retention of title claims, employees (if applicable), HMRC, including possible distributions to creditors. Also, to include any disputes regarding the leasehold interest, in particular in respect of dilapidations.
- **Investigations** - Analysis of prior trading period and prior transactions to establish whether there may be any matters giving rise to claims by the Liquidator for the benefit of the estate;

### **Category 1 Disbursements**

There will be a charge for statutory advertising costs for insertions in the London Gazette of £253.80 plus VAT (subject to any increases), and a Specific Penalty Bond payable of £80

### **Category 2 Disbursements**

Category 2 disbursements will be payable in accordance with the attached schedule. It should be noted that this firm's charge-out rates increase annually but the fee estimate reflects likely increases.

This firm's fee and expenses policy is attached which also encapsulates Category 2 disbursements.

### **Third party fees and expenses**

Creditors will be asked to approve my choice of solicitors and agents at the Virtual meeting of creditors held on 24 October 2017.

## Bespoke Auto Technology Limited (In Liquidation)

## QUANTUMA LLP FEE ESTIMATE

## BESPOKE AUTO TECHNOLOGY LTD

## FEE ESTIMATE COVERING THE LIQUIDATION

Paul Zaikin of Quantuma LLP is seeking to be remunerated on a time cost basis. We use charge out rates appropriate to the skills and experience of a member of staff and the work that they perform, recording time spent in 5 minute units. Narrative is recorded to explain the work undertaken and the time spent is analysed into different categories of work. In this document the estimated time that will be spent undertaking the work in each category of work has been multiplied by the applicable charge out rate for each member of staff that it is anticipated will undertake work in that category to arrive at the estimated total time costs attributable to that category of work on the case. We have then divided that estimated total by the estimated number of hours to arrive at a blended hourly charge out rate for that category of work.

The sum of all the estimates for the different categories of work is the total estimated time costs to undertake the necessary work on the case during the liquidation. Again, we have then divided that estimated total by the estimated number of hours to arrive at a blended hourly charge out rate for this period of the case's administration.

Note: This estimate has been provided to creditors at an early stage in the case. Whilst all possible steps have been taken to make this estimate as accurate as possible, it is based on the office holder's current knowledge of the case and their knowledge and experience of acting as office holder in similar cases. As a result, the estimate does not take into account any currently unknown complexities or difficulties that may arise during the administration of the case.

The hourly charge out rates that will be used on the case are

Partner	450
Senior Manager	250
Administrator	150
Assistant Administrator	100
Case Accountant	125
Support Staff/Executive Assistant	55

Please note that the rates quoted above will be used for each category of work outlined in the estimate and will be subject to periodic increase

ADMINISTRATION & PLANNING - Note 1

Description of the Work to be undertaken	Estimated time to be taken to undertake the work (Hrs)	Estimated value of the time costs to undertake the work (£)	Blended charge out rate to undertake the work (£/Hr)
Administration & Planning			
Obtaining a specific penalty bond			
Recovering & Scheduling the company's books and records			
Setting up electronic case files and electronic case details on IPS			
General Administration - Dealing with all routine correspondence and emails relating to the case			
Case strategy & completing file reviews at 1 month, 3 months & 6 months			
<b>TOTAL</b>	<b>25.00</b>	<b>5,750.00</b>	<b>230.00</b>

INVESTIGATIONS - Note 2

Description of the Work to be undertaken	Estimated time to be taken to undertake the work (Hrs)	Estimated value of the time costs to undertake the work (£)	Blended charge out rate to undertake the work (£/Hr)
Investigations			
SIP 2 Review - Conducting an initial investigation with a view to identifying potential asset recoveries by seeking and obtaining information from relevant third parties such as the bank, accountants, solicitors, etc			
CODR Reports - Preparing a report of return on the conduct of the directors as required by the Company Directors Disqualification Act			
Investigating & Pursuing Antecedent Transactions			
<b>TOTAL</b>	<b>30.00</b>	<b>7,350.00</b>	<b>245.00</b>

CASHIERING - Note 3

Description of the Work to be undertaken	Estimated time to be taken to undertake the work (Hrs)	Estimated value of the time costs to undertake the work (£)	Blended charge out rate to undertake the work (£/Hr)
Cashiering			
Opening, maintaining and managing the Office Holders' cashbook and bank account			
Dealing with cheque requisitions			
Dealing with deposit forms			
Bank Reconciliations			
Preparing & Filing statutory Receipts & Payments accounts			
<b>TOTAL</b>	<b>15.00</b>	<b>2,981.25</b>	<b>198.75</b>

OVERALL SUMMARY OF WORK CATEGORIES

	Estimated total time to be taken to undertake the work (Hrs)	Estimated total value of the time costs to undertake the work (£)	Blended charge out rate to undertake the work (£/Hr)
ADMINISTRATION AND PLANNING	25.00	5,750.00	230.00
INVESTIGATIONS	30.00	7,350.00	245.00
CASHIERING	15.00	2,981.25	198.75
<b>OVERALL TOTAL</b>	<b>70.00</b>	<b>16,081.25</b>	<b>229.73</b>

Note 1 - Administration and planning - This represents the work that is involved in the routine administrative functions of the case by the office holder and his staff together with the control and supervision of the work done in the case by the office holder and his manager. It does not give direct financial benefit to the creditors, but ensures that the case is managed in a professional and methodical manner and has to be undertaken by the office holders to meet their requirements under the insolvency legislation and the Statements of Insolvency Practice, which set out required practice that office holders must follow.

Note 2 - Investigations - The insolvency legislation gives the office holders powers to take recovery action in respect of what are known as antecedent transactions eg where assets have been disposed of prior to the commencement of the insolvency procedure (and also in respect of matters such as misfeasance and wrongful trading). The office holders are required by the Statements of Insolvency Practice to undertake an initial investigation in all cases to determine whether there are potential recovery actions for the benefit of creditors and the time costs recorded represent the costs of undertaking such an initial investigation. If potential recoveries or matters for further investigation are identified then the office holders will need to incur additional time costs to investigate them in detail and to bring recovery actions where necessary and further information will be provided to creditors and approval for an increase in fees will be made as necessary. Such recovery actions will be for the benefit of the creditors and the office holders will provide an estimate of that benefit if an increase in fees is necessary. The office holders are also required by legislation to report to the Department for Business, Innovation and Skills on the conduct of the directors. The work to enable them to comply with these statutory obligations may also identify potential recovery actions.

Note 3 - Cashiering - The office holders must ensure that estate bank accounts are opened and maintained in accordance with legislation and SIPs. Bank reconciliations are performed on all bank accounts and statutory receipts and payments accounts are filed at Companies House & Court.

## APPENDIX 2

### Bespoke Auto Technology Limited (In Liquidation)

#### QUANTUMA LLP EXPENSES ESTIMATE

Category of work	Nature of expense to be incurred	Estimated amount of expense to be incurred £
<b>Administration &amp; Planning</b>		
	Specific penalty bond	67.50
	Collection of books and records*	50.00
	Storage of books and records*	<u>300.00</u>
Sub total for administration		417.50
<b>Investigations</b>		
	Solicitors' fees	<u>uncertain</u>
Sub total for realisation of assets		-
<b>Total:</b>		<u><u>417.50</u></u>

Note: Category 2 Disbursements are marked with an asterisk \*

Note This estimate has been provided to creditors at an early stage of the case. Whilst all possible steps have been taken to make this estimate as accurate as possible, it is based on the office holders' current knowledge of the case and so does not take into account any unknown complexities or difficulties. If this estimate is exceeded, or is likely to be exceeded, the office holders will provide an explanation to the creditors in the first report to creditors and provide a revised estimate.