

# AM10

## Notice of administrator's progress report



Companies House

TUESDAY



A15 \*A7BV9GLT\* 07/08/2018 #291  
COMPANIES HOUSE

please  
house

### 1 Company details

Company number 0 7 0 0 6 4 8 3

Company name in full The Roller Rink Company Limited

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

### 2 Administrator's name

Full forename(s) Mark

Surname Colman

### 3 Administrator's address

Building name/number Leonard Curtis

Street 20 Roundhouse Court  
South Rings Business Park

Post town Bamber Bridge

County/Region Preston

Postcode P R 5 6 D A

Country

### 4 Administrator's name ①

Full forename(s) John

Surname Titley

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

### 5 Administrator's address ②

Building name/number Leonard Curtis

Street 20 Roundhouse Court  
South Rings Business Park

Post town Bamber Bridge

County/Region Preston

Postcode P R 5 6 D A

Country

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

# AM10

## Notice of administrator's progress report

### 6 Period of progress report

From date	d	0	d	8	m	0	m	5	y	2	y	0	y	1	y	8
To date	d	0	d	6	m	0	m	8	y	2	y	0	y	1	y	8

### 7 Progress report

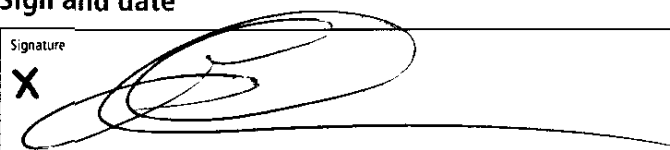
☒ I attach a copy of the progress report

### 8 Sign and date

Administrator's  
signature

Signature

X



X

Signature date	d	0	d	6	m	0	m	8	y	2	y	0	y	1	y	8
----------------	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

# AM10

## Notice of administrator's progress report



### Presenter information

You do not have to give any contact information, but if you do it will help Companies House if there is a query on the form. The contact information you give will be visible to searchers of the public record.

Contact name	Alnur Miah
Company name	Leonard Curtis
Address	20 Roundhouse Court
	South Rings Business Park
	Bamber Bridge
Post town	Preston
County/Region	
Postcode	P R 5 6 D A
Country	
DX	
Telephone	01772 646180



### 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)



**LEONARD CURTIS**  
BUSINESS RESCUE & RECOVERY

**THE ROLLER RINK COMPANY LIMITED**  
**(IN ADMINISTRATION)**

Registered Number: 07006483

Court Ref: 3078 of 2017

High Court of Justice Business and Property Courts in Manchester - Company & Insolvency List (CHD)

**Joint Administrators' final progress report in accordance  
with Rules 3.53 and 18.3 of the Insolvency (England and Wales) Rules 2016**

**Report period  
8 May 2018 to 6 August 2018**

**6 August 2018**

**Mark Colman and John Titley - Joint Administrators**  
**Leonard Curtis**  
**20 Roundhouse Court, South Rings Business Park, Bamber Bridge, Preston, PR5 6DA**  
**Tel: 01772 646180 Fax: 01772 646181**  
**Alnur.Miah@leonardcurtis.co.uk**  
**Ref: P/28/ALM/T908M/1010**

**CONTENTS**

1	Introduction
2	Statutory Information
3	Joint Administrators' Proposals
4	Progress of the Administration
5	Investigations
6	Joint Administrators' Remuneration and Disbursements
7	Outcome for Creditors
8	Matters Still to be Dealt With
9	Extensions to the Administration
10	Ending the Administration
11	Data Protection

**APPENDICES**

A	Summary of Joint Administrators' Approved Proposals
B	Summary of Joint Administrators' Receipts and Payments Account for the Period from 8 May 2018 to 6 August 2018, and cumulative from 8 November 2017 to 6 August 2018
C	Summary of Joint Administrators' Time Costs for the Period from 8 May 2018 to 6 August 2018
D	Summary of Joint Administrators' Time Costs from 8 May 2018 to 6 August 2018 Incorporating a Comparison of the Joint Administrators' Fee Estimate
E	Summary of Joint Administrators' Expenses From 8 May 2018 to 6 August 2018 Incorporating a Comparison of the Joint Administrators' Statement of Likely Expenses
F	Estimated Outcome Statement
G	Leonard Curtis Policy regarding Fees, Expenses and Disbursements
H	Proof of Debt Form
I	AM22 - Notice of Move from Administration to Creditors' Voluntary Liquidation
J	Privacy Notice

**STRICTLY PRIVATE AND CONFIDENTIAL  
NOT FOR PUBLICATION**

**TO: THE REGISTRAR OF COMPANIES  
ALL CREDITORS  
ALL MEMBERS**

**1 INTRODUCTION**

- 1.1 This report has been produced in accordance with Rules 3.53 and 18.3 of the Insolvency (England and Wales) Rules 2016 ("the Rules") to provide creditors with an update on the progress of the Administration of The Roller Rink Company Limited ("the Company") for the period from 8 May 2018 to 6 August 2018. This is the Joint Administrators' final progress report to creditors.
- 1.2 The Administration of the Company is now for practical purposes complete. Section 10 of this report deals with how the Joint Administrators intend to bring the Administration to an end.
- 1.3 Much of the information contained in this report encompasses the whole period of the Administration. Please be aware, however, that where reference is made to "the period of this report", this specifically means 8 May 2018 to 6 August 2018, being the period since the end of the period covered by the last progress report.

**2 STATUTORY INFORMATION**

- 2.1 Mark Colman and John Tittle were appointed as Joint Administrators of the Company in the jurisdiction of High Court of Justice Business and Property Courts in Manchester - Company & Insolvency List (CHD), number 3078 of 2017 on 8 November 2017. The Administration appointment was made by 8 November 2017. The Joint Administrators can confirm that there has been no change in office-holder since the date of Administration.
- 2.2 The Administration is being handled by the Preston office of Leonard Curtis, which is situated at 20 Roundhouse Court, South Rings Business Park, Bamber Bridge, Preston, PR5 6DA.
- 2.3 The principal trading addresses of the Company were Unit 2, Eckersley Mill, Swan Meadow Rd, Wigan, WN3 5BD and Victoria Mill, Bolton Road, Atherton, M46 9JQ. The business traded under Wigan Roller Rink and Atherton Roller Rink.
- 2.4 The registered office address of the Company at the date of the appointment of the Joint Administrators was 233 Wigan Road, Ashton-in-Makerfield, Wigan, WN4 9SL. Following the appointment, this was changed to 20 Roundhouse Court, South Rings Business Park, Bamber Bridge, Preston PR5 6DA. The registered number of the Company is 07006483.
- 2.5 For the purposes of paragraph 100(2) of Schedule B1 to the Insolvency Act 1986 (as amended), it should be noted that during the period in which the Administration Order is in force, any act or function required or authorised under any enactment to be done by the Joint Administrators may be exercised by all or any of the persons holding that office.
- 2.6 The Company's main centre of operations is based in the UK. The EC Regulation on Insolvency Proceedings applies and the proceedings are main proceedings under the Regulation.

### 3 JOINT ADMINISTRATORS' PROPOSALS

3.1 Attached at Appendix A is a summary of the Joint Administrators' approved proposals for achieving one of the three statutory purposes of Administration.

3.2 As previously reported, no votes were received from creditors either in favour or against the Proposals and associated resolutions and as such, the Proposals were not approved. However the Joint Administrators did not feel it was appropriate at that stage to seek directions from the Court in respect of receiving approval of the Proposals and intended to follow the principle laid down in *re Parmeko Holdings Ltd* [2014] BCC' ("Parmeko").

In the case of Parmeko, it was held that in the absence of creditors voting on the Administrators' Proposals, the Administrators only need apply to court for directions if the failure of the creditors to vote gives rise to a real question as to how the Joint Administrators should proceed and the Joint Administrators should continue to manage the affairs of the Company at their discretion without the backing of a court order.

3.3 There have been no major amendments to, or deviations from, the proposals during the course of the Administration to date.

3.4 The objective of the Administration is to achieve a better result for the Company's creditors as a whole than would be likely if the Company were to be wound up (without first being in administration,)

3.5 The above objective is likely to be achieved as there will to be a distribution to the unsecured creditors in the forthcoming Liquidation.

### 4 PROGRESS OF THE ADMINISTRATION

4.1 Attached at Appendix B is the Joint Administrators' receipts and payments account for the period from 8 May 2018 to 6 August 2018. Cumulative figures have also been provided to reflect transactions for the whole of the Administration period to date.

#### 4.2 Sale of Business

As previously reported to creditors, the business and assets of the Company were sold on 8 November 2017 to GPD(NW) Limited ('the Purchaser') (CRN:11002326), a connected company by way of common directors and shareholders Dawn Holding, Gary Holding and Peter Fairhurst.

The agreed sale consideration was £25,000, of which £5,000 was payable on completion followed by 5 monthly instalments of £4,000. The sale consideration was apportioned between any right, title and interest the Company had to the following:

Category of asset	Value achieved £
Goodwill	14,500
Office and IT Equipment	400
Machinery and Equipment	7,000
Hire Fleet	2,500
Stock	600
<b>Total</b>	<b>25,000</b>

Payments have been received as specified in the sale agreement and the total sale consideration has now been received.

**4.3 Pre-Appointment Insurance Claim**

As reported previously, it was understood that a pre-appointment insurance claim was made by the Company in respect of an incident where one of the trading premises of the Company was broken into. The directors have advised that many items owned by the Company had gone missing as well as the doors being damaged. An amount of £4,010.89 has been received by the Joint Administrators in respect of this claim.

**Assets still to be realised**

**4.4 Business Rates Refund**

The directors of the Company have made us aware of a possible refund owed to the Company in respect of overpayment of business rates. The directors have advised that there were disputes with the local council with regards to level of rates the Company had to pay for one of the Company's trading premises. This matter will continue to be pursued during the Liquidation process.

**5 INVESTIGATIONS**

- 5.1 As previously reported, following their initial assessment, no detailed investigations were considered to be required by the Joint Administrators. Nothing further has been brought to the attention of the Joint Administrators in the period of this report.

**6 JOINT ADMINISTRATORS' REMUNERATION AND DISBURSEMENTS**

**Pre-Administration Costs**

- 6.1 As advised in paragraph 3.2, no creditors voted either in favour or against the Proposals and associated resolutions. Therefore the Joint Administrators believed unnecessary costs would be incurred by re-issuing a fees estimate to the unsecured creditors, who to date had shown no engagement in the process, and that it would be more cost effective to make an application to Court for the agreement of the Joint Administrators Proposals and associated resolutions.
- 6.2 On 31 January 2018, the Joint Administrators instructed Freeths LLP ("Freeths") to make an application to Court for an Order in respect to the following:
1. The pre-administration costs in the total sum of £24,302.00 be discharged as an expense of the Administration;
  2. The Joint Administrators remuneration be fixed on a time costs basis, capped as per the Joint Administrators Proposals in the sum of £13,877.00 plus VAT;
  3. Category 2 disbursements be paid as an expense of the Administration; and
  4. The Joint Administrators be released from liability following the closure of the Administration.
- 6.3 The above application and accompanying witness statement were filed in Court on 2 May 2018 and the same was to be heard on 4 May 2018.
- 6.4 An Order was granted in favour of the Joint Administrators on 4 May 2018. The Order granted the following:
1. The Pre-Administration costs totalling £24,302.00 can be discharged as a expense of the Administration.
  2. The Administrators' remuneration be fixed on a time costs basis pursuant to rule 18.23 of the Insolvency Rules 2016.
  3. The case-specific expenses of the Administration, namely Category 2 Disbursements can be paid as an expense of the Administration.



## THE ROLLER RINK COMPANY LIMITED – IN ADMINISTRATION

4. The Administrators be released from liability pursuant to Paragraph 98(2)(c) of Schedule B1 of the Insolvency Act 1986 with effect from 28 days from the date that the Joint Administrators' notice pursuant to Paragraph 84(1) of schedule B1 is filed with the Registrar of Companies.
5. The costs of and incidental to this Application (including the legal costs thereof) be discharged as an expense of the Company's administration.

6.5 As detailed above, consent was received from the Court for the following pre-Administration costs and expenses being paid as an expense of the Administration:

Charged by	Services provided	Total amount charged £	Amount paid £	Amount unpaid £
Leonard Curtis	Assessing the financial position of the Company, providing insolvency advice, consideration of whether an Administration purpose could be achieved and dealing with the appointment papers.	18,552.00	10,000.00	8,552.00
Cerberus	Valuation of assets, including the Lease and advice regarding exploring a potential sale of the business	2,500.00	Nil	2,500.00
FPS Chartered Accountants	Valuation of the Company's goodwill	750.00	750.00	-
Brabners LLP	Drafting the appointment documents, sales and purchase agreement and providing legal advice	2,500.00	2,500.00	-
Total		<u>24,302.00</u>	<u>13,250.00</u>	<u>11,052.00</u>

The outstanding costs will be paid in the Liquidation as and when funds allow.

### Joint Administrators' Remuneration

6.6 As detailed above, on 4 May 2018 the Court agreed that the basis of the Joint Administrators' remuneration be fixed by reference to time properly spent by them and their staff in attending to matters arising from the Administration for an amount not exceeding £24,302, as set out in a Fees Estimate.

6.7 The Joint Administrators' time costs in the period of this report are summarised below:

	Hours No.	Rate / hr £	Total value of time £
Time reported in the last report	65.2	249.04	16,237.50
Time incurred in the period of this report	15.3	180.42	2,760.50
<b>Total Administrators' time costs</b>	<u>80.5</u>	<u>236.00</u>	<u>18,998.00</u>

6.8 The time charged by the Joint Administrators for the period of this report amounts to £2,760.50. This represents 15.3 hours at an average rate of £180.42 per hour. A summary of time costs incurred in the period is set out at Appendix C, together with a detailed description of work undertaken in the period, attributable to each category of time costs, and an explanation of why it was necessary for that work to be performed. We also detail where further work is expected to be undertaken and why.

6.9 Attached, at Appendix D, is a summary of time costs incurred to date compared with time costs as set out in the Joint Administrators original fees estimate.

- 6.10 You will note that time costs incurred to date do exceed the time as set out in the Fees Estimate. As demonstrated at Appendix D, costs attributable to each category of time generally fall within those anticipated. The areas where significant variance has occurred relate to the notification of the Joint Administrators appointment to creditors. Significant time was spent liaising with HMRC in respect of our appointment and the enforcement action over the Company's goods as detailed in the Joint Administrators' Proposals.
- 6.11 Further guidance may be found in "A Creditors' Guide to Administrators' Fees" which may be downloaded from:  
<https://www.r3.org.uk/what-we-do/publications/professional/fees>
- 6.12 If you would prefer this to be sent to you in hard copy please contact Alnur Miah of this office on 01772 646180.
- 6.13 No fees have been drawn to date in respect of the Joint Administrators' remuneration.
- 6.14 The balance of the Joint Administrators' fees, estimated to amount to £13,877 will be drawn in the subsequent Liquidation in priority to the Liquidators' fees, should funds permit.

#### **Joint Administrators' Statement of Likely Expenses**

- 6.15 Creditors will recall that the Joint Administrators have previously circulated a 'Statement of Likely Expenses' in this matter.

Expenses are separated into the following categories:

- (i) Standard Expenses: this category includes expenses payable by virtue of the nature of the Administration process and / or payable in order to comply with legal or regulatory requirements.
- (ii) Case Specific Expenses: this category includes expenses likely to be payable by the Joint Administrators in carrying out their duties in dealing with issues arising in a particular case. Also included within this category are costs that are directly referable to the Administration but are not paid to an independent third party (and which may include an element of allocated costs).

These are known as "Category 2 disbursements" and are subject to the approval of the creditors. On 4 May 2018, the Court also approved that category 2 disbursements could be drawn by the Joint Administrators, as detailed at Appendix G.

- 6.16 A copy of the Joint Administrators' statement of likely expenses, together with comparative details of expenses incurred during the current reporting period and confirmation as to whether those amounts are paid or unpaid is set out at Appendix E.
- 6.17 You will note that, in general, the nature and value of expenses incurred to date fall within those anticipated within the original statement of expenses.
- 6.18 Please note that extra costs were incurred by the Joint Administrators relating to the court application made by Freeths as detailed earlier.
- 6.19 Attached at Appendix G is additional information in relation to the firm's policy on staffing, the use of sub-contractors, disbursements and details of our current charge-out rates by staff grade.
- 6.20 Under Rule 18.9 of the Rules, within 21 days of receipt of this report, a secured creditor, or an unsecured creditor with either the concurrence of at least 5% in value of the unsecured creditors (including the creditor in question), or with the permission of the court, may make a written request to the Joint Administrators for further information about remuneration or expenses set out in this report.
- 6.21 Under Rule 18.34 of the Rules, any secured creditor, or any unsecured creditor with either the concurrence of at least 10% in value of the unsecured creditors (including that creditor) or the permission of the court, may apply to

the court, on the grounds that the basis fixed for the Joint Administrators' remuneration is inappropriate, or the remuneration or expenses charged by the Joint Administrators are, in all the circumstances, excessive.

6.22 The application must be made no later than eight weeks after receipt of the progress report that first reports the fee basis, the charging of the remuneration or the incurring of the expenses in question.

6.23 Unless the court orders otherwise, the costs of the application shall be paid by the applicant and are not payable as an expense of the Administration.

## **7 OUTCOME FOR CREDITORS**

### **7.1 Secured Creditors**

There are no secured creditors in this case.

### **7.2 Preferential Claims**

The only categories of claims which have preferential status are those of employees in respect of wages and accrued holiday pay. In this instance the Company's 42 employees were transferred to the Purchaser, as such, no preferential claims were received and such claims are not anticipated in the forthcoming Liquidation.

### **7.3 Prescribed Part**

As the Company has no unsatisfied post-Enterprise Act charges, there was no requirement to set aside a prescribed part in this case.

### **7.4 Unsecured Non-Preferential Claims**

From April 2017, the Joint Administrators have had the discretion to admit claims from creditors with claims under £1,000 without receiving a proof of debt. The Joint Administrators confirm that, to date, no claims have been admitted under the small claims provisions.

Please note that there will be a distribution to creditors in the Liquidation.

If you have not already done so, please submit details of your claim to my office. A proof of debt form is attached at Appendix H for your ease of use.

## **8 MATTERS STILL TO BE DEALT WITH**

8.1 The following matters are still to be dealt with in the subsequent Liquidation:

- A distribution will need to be made to the unsecured creditors;
- Matters relating to the potential overpayment of business rates will continue to be pursued;
- Creditor claims will need to be formally admitted; and
- Fees and expenses of the Administration will need to be defrayed.

## **9 EXTENSIONS TO THE ADMINISTRATION**

9.1 The appointment of administrators ordinarily ceases to have effect at the end of the period of one year from the date of their appointment.

9.2 In certain circumstances it may be necessary to extend the administrators' term of office.

9.3 No extensions were required in this case.

## 10 ENDING THE ADMINISTRATION

- 10.1 The Administration has now been completed. There is likely to be a dividend to unsecured creditors in this case and therefore the appropriate exit route from the Administration is to enter into Creditors' Voluntary Liquidation. Attached at Appendix I is Notice of Move from Administration to Creditors' Voluntary Liquidation. This Notice was delivered to Companies House on 8 August 2018. Upon registration of this Notice by Companies House, the appointment of the Joint Administrators ceases to have effect and the appointment of the Joint Liquidators becomes effective as if a winding up resolution had been passed on that date.
- 10.2 The Proposals provided for the appointment of John Titley and Mark Colman as Joint Liquidators of the Company unless any other nominations for the role of Liquidator were received following receipt of the Proposals but before they were approved. No such nominations were received in this respect and therefore John Titley and I will act as Joint Liquidators.
- 10.3 The Joint Administrators are discharged from liability in respect of any action(s) of theirs as Joint Administrators immediately upon their appointment ceasing to have effect.

## 11 DATA PROTECTION

- 11.1 Finally, when submitting details of your claim in the administration, you may disclose personal data to the Joint Administrators. The processing of personal data is regulated in the UK by the General Data Protection Regulation EU 2016/679 as supplemented by the Data Protection Act 2018, together with other laws which relate to privacy and electronic communications. The Joint Administrators act as Data Controllers in respect of personal data they obtain in relation to this administration and are therefore responsible for complying with Data Protection Law in respect of any personal data they process. The Joint Administrators' privacy notice, which is attached to this report at Appendix J, explains how they process your personal data. Terms used in this clause bear the same meanings as are ascribed to them in Data Protection Law.

If you wish to discuss the issues raised in this report or require any additional information please contact this office.

Yours faithfully  
for and on behalf of  
**THE ROLLER RINK COMPANY LIMITED**



**MARK COLMAN**  
**JOINT ADMINISTRATOR**

Mark Colman and John Titley are authorised to act as insolvency practitioners in the UK by the Institute of Chartered Accountants in England and Wales under office holder numbers 9721 and 8617, respectively

The affairs, business and property of the Company are being managed by the Joint Administrators, who act as agents of the Company without personal liability.

SUMMARY OF JOINT ADMINISTRATORS' PROPOSALS

It is proposed that:

1. The Joint Administrators continue to manage the business, affairs and property of the Company in such a manner as they consider expedient with a view to achieving the statutory purposes of the Administration.
2. If appropriate, the Joint Administrators take any action they consider necessary with a view to the approval of a Company Voluntary Arrangement ("CVA") or Scheme of Arrangement in relation to the Company.
3. If appropriate, the Joint Administrators file a notice with the Registrar of Companies in order that the Administration will cease and the Company will move automatically into Creditors' Voluntary Liquidation. It is further proposed that Mark Colman and/or John Titley be appointed (Joint) Liquidator(s) of the Company and that where Joint Liquidators are proposed any act required or authorised to be done by the Joint Liquidators may be exercised by both or either of them. NB. Creditors may nominate a different person as the proposed Liquidator, provided that the nomination is made after receipt of these proposals and before the proposals are approved.
4. Alternatively, if appropriate, the Joint Administrators apply to Court under Para 65(3) of Schedule B1 to the Insolvency Act 1986 (as amended) for permission to make a distribution to the unsecured creditors within the Administration.
5. In the event that there are no monies remaining to be distributed to creditors and as soon as all matters relating to the Administration have been completed, the Joint Administrators file a Notice with the Registrar of Companies that the Company should be dissolved.
6. The Joint Administrators investigate and, if appropriate, pursue any claims that they or the Company may have against any directors or former directors, other third parties, officers or former officers, advisers or former advisers of the Company.
7. The Company may be placed into compulsory liquidation in circumstances where assets are still to be realised or investigations concluded yet there will be no return to unsecured creditors. In these circumstances it is further proposed that Mark Colman and/or John Titley be appointed (Joint) Liquidator(s) of the Company and that where Joint Liquidators are proposed any act required or authorised to be done by the Joint Liquidators may be exercised by both or either of them.
8. The Joint Administrators shall do all such other things and generally exercise all of his powers as contained in Schedule 1 of the Insolvency Act 1986, as he considers desirable or expedient to achieve the statutory purpose of the Administration.

## APPENDIX B

## SUMMARY OF JOINT ADMINISTRATORS' RECEIPTS AND PAYMENTS ACCOUNT FOR THE PERIOD FROM 8 MAY 2018 TO 6 AUGUST 2018 AND CUMULATIVE FROM 8 NOVEMBER 2017 TO 6 AUGUST 2018

	Estimated to realise £	Previous periods £	This period £	Cumulative £
<b>RECEIPTS</b>				
Goodwill	14,500.00	14,500.00	-	14,500.00
Office and IT Equipment	400.00	400.00	-	400.00
Machinery and Equipment	7,000.00	7,000.00	-	7,000.00
Hire Fleet	2,500.00	2,500.00	-	2,500.00
Stock	600.00	600.00	-	600.00
Pre-Appointment Insurance Claim	-	-	4,010.98	4,010.98
	<u>25,000.00</u>	<u>25,000.00</u>	<u>4,010.98</u>	<u>29,010.98</u>
<b>PAYMENTS</b>				
Pre-appointment Administrators Fees		-	10,000.00	10,000.00
Other Professional Fees		-	750.00	750.00
Category 1 Disbursements		-	258.02	258.02
Category 2 Disbursements		-	18.90	18.90
Solicitor's Disbursements		-	1,205.00	1,205.00
Agents' Fees and Expenses		-	250.00	250.00
Solicitor's Fees and Expenses		-	4,530.00	4,530.00
		<u>-</u>	<u>17,011.91</u>	<u>17,011.92</u>
<b>DISTRIBUTIONS</b>				
Amounts paid to Unsecured Creditors		<u>-</u>	<u>-</u>	<u>-</u>
<b>BALANCE IN HAND</b>				<u><b>11,999.06</b></u>
<b>Represented by</b>				
Current Account – non-interest bearing				8,638.68
VAT Receivable/Payable				3,360.38
				<u><b>11,999.06</b></u>

APPENDIX C

SUMMARY OF JOINT ADMINISTRATORS' TIME COSTS FOR THE PERIOD  
FROM 8 MAY 2018 TO 6 AUGUST 2018

	Total	Average
	Units	Hourly Rate
		£
Statutory & Review	33	221.06
Receipts & Payments	15	150.00
Insurance	9	150.00
Assets	25	150.00
Liabilities	45	182.22
General Administration	14	211.43
Post Appointment Credits Mtngs	12	150.00
Total	153	2,760.50
Average Hourly Rate (£)		180.42
All Units are 6 minutes		

## DESCRIPTION OF TIME SPENT BY CATEGORY

### Statutory and Review

This category of activity encompasses work undertaken for both statutory and case management purposes. Whilst this work will not directly result in any monetary value for creditors, it will ensure that the case is managed efficiently and resourced appropriately, which will be of benefit to all creditors. The work to be carried out under this category will comprise the following:

- Case management reviews. These were carried out periodically throughout the life of the case. As the case progresses we carry out three monthly and six monthly reviews to ensure that the case is progressing as planned.
- Review of time costs data to ensure accurate posting of time and to ensure compliance with Statement of Insolvency Practice 9.
- Review of work carried out by more junior members of staff to ensure quality of work and adherence to standards, legislation and best practice.
- Review of directors' sworn statement of affairs and filing of document at Companies House in accordance with statutory requirements.
- Completion of case closing procedures at the end of the case.

### Receipts and Payments

This category of work will not result in a direct financial benefit for creditors. However, close monitoring of case bank accounts is essential to ensure that bank interest is maximised where possible, estate expenses are properly managed and kept to a minimum and amounts payable to creditors are identified and distributed promptly.

- Management of case bank account to ensure compliance with relevant risk management procedures.
- Preparation of periodic receipts and payments accounts for inclusion in statutory reports.
- Timely completion of all post appointment tax and VAT returns; and
- Managing estate expenses.

### Insurance, Bonding and Pensions

Insolvency Practitioners are obliged to comply with certain statutory requirements when conducting their cases. Some of these requirements are in place to protect company assets (see insurance and bonding matters below), whilst requirements in respect of company pension schemes are there to protect the pension funds of Company employees. Whilst there is no direct financial benefit to Company creditors in dealing with these, close control of case expenditure is crucial to delivering maximum returns to the appropriate class of creditor.

- Reviewing and progressing any pre-appointment insurance claims.
- Periodic review of bonding requirements to ensure that creditors are appropriately protected. The bond is reviewed upon each large receipt of monies into the case and also at three month intervals in accordance with best practice.

### Assets

- Time has been spent in respect of the possible overpayment of business rates by the Company which we were made aware of.

### Liabilities

This category of time includes both statutory and non-statutory matters.

---



*Statutory*

- Processing of claims from the Company's creditors.
- Preparation and submission of periodic progress reports to creditors.

*Non-statutory*

- Dealing with enquiries from the Company's creditors.

**General Administration**

- General planning matters.
- Maintaining the Joint Administrators' records.
- Arranging collection and storage of company records.
- Dealing with general correspondence and communicating with directors and shareholders.

**Post Appointment Creditors' Meetings**

- Reporting on outcome of voting.

**SUMMARY OF JOINT ADMINISTRATORS' TIME COSTS  
FROM 8 NOVEMBER 2017 TO 2 AUGUST 2018  
INCORPORATING A COMPARISON OF THE JOINT ADMINISTRATORS' INITIAL FEE ESTIMATE**

	FEES ESTIMATE			INCURRED TO DATE			Variance
	Total	Cost	Average Hourly Rate	Total	Cost	Average Hourly Rate	
	Units	£	£	Units	£	£	£
A01: Statutory & Review	74	2,248.50	303.85	124	3,253.00	262.34	(1,005)
A02: Receipts & Payments	44	987.50	224.43	53	859.50	162.17	128
A03: Insurance	8	247.50	309.38	26	445.00	171.15	(198)
A04: Assets	60	1,790.50	298.42	63	1,829.50	290.40	(39)
A05: Liabilities	68	1,732.50	254.78	153	3,508.00	229.28	(1,776)
A06: Landlords	8	241.00	301.25	3	78.00	260.00	163
A09: General Administration	76	1,847.00	243.03	48	806.00	167.92	1,041
A11: Appointment	54	1,323.50	245.09	203	4,923.50	242.54	(3,600)
A12: Planning & Strategy	30	1,061.50	353.83	14	496.00	354.29	566
A13: Post Appointment Creds Mtngs	42	1,198.00	285.24	71	1,344.50	189.37	(147)
A15: Investigations	43	1,199.50	278.95	47	1,455.00	309.57	(256)
<b>Total</b>	<b>507</b>	<b>13,877.00</b>	<b>273.31</b>	<b>805</b>	<b>18,998.00</b>	<b>236.00</b>	<b>(5,121)</b>

**SUMMARY OF JOINT ADMINISTRATORS' EXPENSES  
FROM 8 MAY 2018 TO 6 AUGUST 2018  
INCORPORATING A COMPARISON OF THE JOINT ADMINISTRATORS'  
STATEMENT OF LIKELY EXPENSES**

**Standard Expenses**

Type	Charged by	Description	Estimated Amount £	Total Amount Incurred to Date £	Amount Incurred in This Period £	Amount Paid £	Amount Unpaid £
AML Checks	Business Tax Centre	Electronic client verification	15.00	15.00	-	15.00	-
Bond Fee	AUA Insolvency Risk Services	Insurance bond	90.00	90.00	50.00	40.00	50.00
Document Hosting	Pelstar	Hosting of documents for creditors	42.00	42.00	14.00	28.00	14.00
Software Licence Fee	Pelstar	Case management system licence fee	87.00	87.00	-	87.00	-
Statutory Advertising	Courts Advertising	Advertising	78.75	83.02	-	83.02	-
Storage Costs	Auctus Limited	Storage of books and records	50.00	-	-	-	-
Swear Fee	-	Swearing appointment documents	-	5.00	-	5.00	-
		<b>Total standard expenses</b>	<b>362.75</b>	<b>322.02</b>	<b>64.00</b>	<b>258.02</b>	<b>64.00</b>

**Case Specific Expenses**

Type	Charged by	Description	Estimated Amount £	Total Amount Incurred to Date £	Amount Incurred in This Period £	Amount Paid £	Amount Unpaid £
Agents Fees	Clumber Consultancy Limited	Assisting with dealing with the Company pension scheme	-	250.00	-	250.00	-
Agents Disbursements	Cerberus	-	-	50.00	50.00	-	50.00
Legal Fees	Freeths	Costs incurred for making the court application	-	2,000.00	-	2,000.00	-
Legal Fees	Brabners	Legal advice	-	30.00	30.00	30.00	-
Legal Disbursements	Freeths	Counsel's Fees	-	1,000.00	-	1,000.00	-
Legal Disbursements	Freeths	Court Fees	-	155.00	-	155.00	-
Legal Disbursements	Brabners	-	-	50.00	50.00	50.00	-
Accountancy Fees	-	Statement of Affairs Fee and tax review	1,000	-	-	-	-
Staff Mileage	Leonard Curtis	Category 2 disbursement requiring specific creditor / committee approval	50.00	18.90	18.90	18.90	-
		<b>Total case specific expenses</b>	<b>1,050.00</b>	<b>3,553.90</b>	<b>148.90</b>	<b>3,503.90</b>	<b>50.00</b>

The unpaid expenses will be paid in the subsequent Liquidation.

APPENDIX F

ESTIMATED OUTCOME STATEMENT

	Secured £'000	Financed £'000	Preferential £'000	Unsecured £'000
Amount available to class of creditor	N/a	N/a	N/a	12
Amount due to creditor per Estimated Financial Position	-	-	-	(103)
Estimated dividend rate (as a %)	N/a	N/a	N/a	11.65%

## LEONARD CURTIS POLICY REGARDING FEES, EXPENSES AND DISBURSEMENTS

The following Leonard Curtis policy information is considered to be relevant to creditors:

### Staff Allocation and Charge Out Rates

We take an objective and practical approach to each assignment which includes active director involvement from the outset. Other members of staff will be assigned on the basis of experience and specific skills to match the needs of the case. Time spent by secretarial and other support staff on specific case related matters, e.g. report despatching, is not charged.

Where it has been agreed by resolution that the office holders' remuneration will be calculated by reference to the time properly given by the office holders and their staff in attending to matters as set out in a fees estimate, then such remuneration will be calculated in units of 6 minutes at the standard hourly rates given below. In cases of exceptional complexity or risk, the insolvency practitioner reserves the right to obtain authority from the appropriate body of creditors that their remuneration on such time shall be charged at the higher complex rate given below.

With effect from 6 January 2014 the following hourly charge out rates apply to all assignments undertaken by Leonard Curtis:

6 Jan 2014 onwards	Standard	Complex
	£	£
Director	450	562
Senior Manager	410	512
Manager 1	365	456
Manager 2	320	400
Administrator 1	260	325
Administrator 2	230	287
Administrator 3	210	262
Administrator 4	150	187
Support	0	0

Office holders' remuneration may include costs incurred by the firm's in-house legal team, who may be used for non-contentious matters pertaining to the insolvency appointment.

### Subcontractors

Where we subcontract out work that could otherwise be carried out by the office holder or his/her staff, this will be drawn to the attention of creditors in any report which incorporates a request for approval of the basis upon which remuneration may be charged. An explanation of why the work has been subcontracted out will also be provided.

### Professional Advisors

Details of any professional advisor(s) used will be given in reports to creditors. Unless otherwise indicated the fee arrangement for each is based on hourly charge out rates, which are reviewed on a regular basis, together with the recovery of relevant disbursements.

The choice of professional advisors is based around a number of factors including, but not restricted to, their expertise in a particular field, the complexity or otherwise of the assignment and their geographic location.

### Expenses

We are required to provide creditors with an estimate of the expenses we expect to be incurred in respect of an assignment and report back to them on actual expenses incurred and paid in our periodic progress reports. There are two broad categories of expenses: standard expenses and case specific expenses. These are explained in more detail below:

- a) Standard Expenses – this category includes expenses which are payable in order to comply with legal or regulatory requirements and therefore will generally be incurred on every case. They will include:

Type	Description	Amount
AML checks	Electronic client verification in compliance with the Money Laundering, Terrorist Financing and Transfer of Funds (Information on the Payer) Regulations 2017	£5.00 plus VAT per individual
Bond / Bordereau fee	Insurance bond to protect the insolvent entity against and losses suffered as a result of the fraud or dishonesty of the IP	£10.00 to £1,200.00 dependent on value of assets within case
Company searches	Extraction of company information from Companies House	£1.00 per document unless document can be accessed via the free service

## THE ROLLER RINK COMPANY LIMITED – IN ADMINISTRATION

Document hosting	Hosting of documents for creditors/shareholders	Type	First 100	Every addtl 10
		ADM	£14.00	£1.40
		CVL	£7.00	£0.70
		MVL	£7.00	£0.70
		CPL	£7.00	£0.70
		CVA	£10.00	£1.00
		BKY	£10.00	£1.00
		IVA	£10 p.a. or £25 for life of case	
Post re-direction	Redirection of post from Company's premises to office-holders' address	0-3 months £204.00 3-6 months £303.00 6-12 months £490.00		
Software Licence fee	Payable to software provider for use of case management system	£87.00 plus VAT per case		
Statutory advertising	Advertising of appointment, notice of meetings etc. - London Gazette - Other	£83.02 plus VAT per advert Dependent upon advert and publication		
Storage costs	Costs of storage of case books and records	£5.07 plus VAT per box per annum plus handling charges		

- b) Case-specific expenses – this category includes expenses (other than office-holders' fees) which are likely to be payable on every case but which will vary depending upon the nature and complexity of the case and the assets to be realised. They will include:

Type	Description	Amount
Agents' fees	Costs of appointed agents in valuing and realising assets	Time costs plus disbursements plus VAT
Debt Collection fees	Costs of appointed debt collectors in realising debts	Generally agreed as a % of realisations plus disbursements plus VAT
Legal fees	Costs of externally appointed solicitors. Will generally comprise advice on validity of appointment, drafting of sale contracts, advice on retention of title issues and advice on any reviewable transactions.	Time costs plus disbursements plus VAT
Other disbursements	See <b>disbursements</b> section below	See <b>disbursements</b> section below

### Disbursements

Included within both of the above categories of expenses are disbursements, being amounts paid firstly by Leonard Curtis on behalf of the insolvent entity and then recovered from the entity at a later stage. These are described as Category 1 and Category 2 disbursements.

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

Internal photocopying	10p per copy
General stationery, postage, telephone etc	£100 per 100 creditors/ members or part thereof
Storage of office files (6 years)	£81.25 per box
Business mileage	45p per mile

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

**Proof of Debt – General Form**

**Relevant date: 8 November 2017**

**Name of Company in Administration:**

The Roller Rink Company Limited

**Company registered number:**

07006483

1. Name of creditor (if a company, provide registration number)

2. Correspondence address of creditor (including email address)

3. Total amount of claim (£) at relevant date (include any Value Added Tax)

4. If amount in 3 above includes outstanding uncapitalised interest, state amount (£)

5. Details of how and when the debt was incurred (if you need more space attach a continuation sheet to this form)

6. Details of any security held, the value of the security and the date it was given

7. Details of any reservation of title claimed in respect of goods supplied to which the debt relates

8. Details of any document by reference to which the debt relates

9. Signature of creditor (or person authorised to act on the creditor's behalf)

10. Date of signing:

11. Address of person signing (if different from 2 above)

12. Name in BLOCK LETTERS

13. Position with, or relation to, creditor

Notes:

1. There is no need to attach them now but the office-holder may ask you to produce any document or other evidence which is considered necessary to substantiate the whole or any part of the claim, as may the chairman or convenor of any qualifying decision procedure.
2. This form can be authenticated for submission by email by entering your name in block capitals and sending the form as an attachment from an email address which clearly identifies you or has been previously notified to the office-holder. If completing on behalf of a company, please state your relationship to the company.



NOTICE OF MOVE FROM ADMINISTRATION TO CREDITORS' VOLUNTARY LIQUIDATION

# AM22

## Notice of move from administration to creditors' voluntary liquidation



Companies House

For further information, please  
refer to our guidance at  
[www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)

<b>1</b>	<b>Company details</b>	
Company number	07006483	<b>→ Filling in this form</b> Please complete in typescript or in bold black capitals.
Company name in full	The Roller Rink Company Limited	
<b>2</b>	<b>Court details</b>	
Court name	High Court of Justice Business and Property Courts in Ma	
Court case number	3078 of 2017	
<b>3</b>	<b>Administrator's name</b>	
Full forename(s)	Mark	
Surname	Colman	
<b>4</b>	<b>Administrator's address</b>	
Building name/number	Leonard Curtis	
Street	20 Roundhouse Court	
	South Rings Business Park	
Post town	Bamber Bridge	
County/Region	Preston	
Postcode	PR5 6DA	
Country		

AM22

Notice of move from administration to creditors' voluntary liquidation

**5 Administrator's name <sup>①</sup>**

Full forename(s)	John	<b>① Other administrator</b> Use this section to tell us about another administrator.
Surname	Titley	

**6 Administrator's address <sup>②</sup>**

Building name/number	Leonard Curtis	<b>② Other administrator</b> Use this section to tell us about another administrator.
Street	20 Roundhouse Court	
	South Rings Business Park	
Post town	Bamber Bridge	
County/Region	Preston	
Postcode	P R 5      6 D A	
Country		

**7 Appointor/applicant's name**

Give the name of the person who made the appointment or the administration application.		
Full forename(s)	The Board of Directors	
Surname		

**8 Proposed liquidator's name**


Full forename(s)	Mark	
Surname	Colman	
Insolvency practitioner number	9 7 2 1	

**9 Proposed liquidator's address**

Building name/number	20 Roundhouse Court	
Street	South Rings Business Park	
	Bamber Bridge	
Post town	Preston	
County/Region		
Postcode	P R 5      6 D A	
Country	United Kingdom	

## AM22

Notice of move from administration to creditors' voluntary liquidation

<b>10</b>	<b>Proposed liquidator's name<sup>①</sup></b>		<b>① Other liquidator</b> Use this section to tell us about another liquidator.
Full forename(s)	John		
Surname	Titley		
Insolvency practitioner number	8 6 1 7		
<b>11</b>	<b>Proposed liquidator's address<sup>②</sup></b>		<b>② Other liquidator</b> Use this section to tell us about another liquidator.
Building name/number	20 Roundhouse Court		
Street	South Rings Business Park		
	Bamber Bridge		
Post town	Preston		
County/Region			
Postcode	P R 5 6 D A		
Country	United Kingdom		
<b>12</b>	<b>Period of progress report</b>		
From date	d 0 8 m 0 5 y 2 0 y 1 8		
To date	d 0 6 m 0 8 y 2 0 y 1 8		
<b>13</b>	<b>Final progress report</b>		
	<input checked="" type="checkbox"/> I have attached a copy of the final progress report.		
<b>14</b>	<b>Sign and date</b>		
Administrator's signature	Signature 		
Signature date	d 0 6 m 0 8 y 2 0 y 1 8		

# AM22

Notice of move from administration to creditors' voluntary liquidation



## 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	Alnur Miah
Company name	Leonard Curtis
Address	20 Roundhouse Court South Rings Business Park Bamber Bridge
Post town	Preston
County/Region	
Postcode	P R 5 6 D A
Country	
DX	
Telephone	01772 646180



## 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 and dated 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)

**LEONARD CURTIS  
PRIVACY NOTICE FOR CREDITORS**

**Information we collect and hold about you**

By requesting details of your claim in this insolvency, we may collect Personal Data from you, particularly if you are a consumer creditor, a sole trader or are lodging a claim in your personal capacity.

Personal Data is information relating to a living individual. Whenever Personal Data is processed, collected, recorded, stored or disposed of it must be done within the terms of the General Data Protection Regulation ("the GDPR"). Examples of Personal Data include but may not be limited to your name, address, telephone number and email contact details.

If you do not provide us with the information we require, this may adversely affect our ability to deal with your claim, but we would ask you not to submit more Personal Data than we request from you.

**Legal justification for processing your Personal Data**

The processing of your Personal Data by us is necessary to enable us to comply with legal obligations under the Insolvency Act 1986 and associated legislation which we are subject to as Insolvency Practitioners.

**How we use your information**

All information you supply to us is required to enable us to comply with our duties under the Insolvency Act 1986 and associated legislation. It will be used to enable us to assess the extent of the insolvent entity's liabilities, to allow you to vote on any decision procedures, to enable us to communicate with you, to process your claim and to pay any dividends which may be due to you from the insolvent estate.

**Who we share your information with**

We may be required to share some of your Personal Data with other creditors. The data which will be shared with other creditors will be limited to that specifically required to be disclosed under insolvency legislation.

We may share some of your information with our Data Processors. Data Processors include solicitors, accountants and employment law specialists who assist us with our duties where required. We will only share your information with our Data Processors if we require their specialist advice. All of our Data Processors are subject to written contracts with us to ensure that your Personal Data is processed only in accordance with the GDPR.

**How long will we hold your Personal Data for?**

We will need to hold your Personal Data for a period of time after the insolvency has been concluded. This is to enable us to deal with any queries which might arise. Our Records Management Policy requires us to destroy our physical files 6 years after closure of the case. Electronic data files will be removed from our Case Management System 6 years after conclusion of the case but may be held on our server for a longer period of time but with restricted access.

**Your rights in respect of your Personal Data**

You have the right to request access to your Personal Data and to require it to be corrected or erased. You also have the right to request a restriction in the way we process your Personal Data or to object to its processing. You should be aware however that we may not be able to comply with your request if this would affect our ability to comply with our legal obligations.

You have the right to Data Portability. This is a right to have the Personal Data we hold about you to be provided to you in a commonly used and machine-readable format so that you can transfer that Data to another organisation in a way that is not too onerous to upload the Data.

## **THE ROLLER RINK COMPANY LIMITED – IN ADMINISTRATION**

---

### **Your right to complain**

You have the right to be confident that we are handling your Personal Data responsibly and in line with good practice. If you have a concern about the way we are handling your Personal Data you should contact our Privacy Manager in the first instance.

If you are unable to resolve your concerns with us, you have the right to complain to the Information Commissioners' Office. The Information Commissioner can be contacted at Wycliffe House, Water Lane, Wilmslow, Cheshire SK6 5AF or on 0303 123 1113.

### **Contacting us**

If you have any questions relating to the processing of your Personal Data, please write to our Privacy Manager at Leonard Curtis, Level 5, The Grove, 248A Marylebone Road, London NW1 6BB Alternatively our Privacy Manager can be contacted by telephone on 0207 535 7000 or by email: [privacy@leonardcurtis.co.uk](mailto:privacy@leonardcurtis.co.uk).

**Data Controller: LEONARD CURTIS**