

LIQ14

Notice of final account prior to dissolution in CVL



Companies House

For further information, please
refer to our guidance at
www.gov.uk/companieshouse

1 Company details

Company number 07321436
Company name in full Jamats Activity Centre Limited

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

2 Liquidator's name

Full forename(s) Gemma Louise
Surname Roberts

3 Liquidator's address

Building name/number The Manor House
Street 260 Ecclesall Road South
Post town Sheffield
County/Region
Postcode S119PS
Country

4 Liquidator's name ①

Full forename(s) Joe
Surname Fox

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

5 Liquidator's address ②

Building name/number The Manor House
Street 260 Ecclesall Road South
Post town Sheffield
County/Region
Postcode S119PS
Country

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

LIQ14

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6 Liquidator's release

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

:

7 Final account

☒ I attach a copy of the final account.

8 Sign and date

Liquidator's signature

Signature

X



X

Signature date

^d0^d3

^m0^m4

^y2^y0^y2^y4

**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 **Charlotte Bilby**

Company name **Wilson Field Limited**

Address
The Manor House
260 Ecclesall Road South

Post town **Sheffield**

County/Region

Postcode **S 1 1 9 P S**

Country

DX

Telephone **01142356780**

**Checklist**

We may return forms completed incorrectly or with information missing.

Please make sure you have remembered the following:

- ☐ The company name and number match the information held on the public Register.
- ☐ You have attached the required documents.
- ☐ You have signed the form.

**Important information**

All information on this form will appear on the public record.

**Where to send**

You may return this form to any Companies House address, however for expediency we advise you to return it to the address below:

The Registrar of Companies, Companies House,
Crown Way, Cardiff, Wales, CF14 3UZ.
DX 33050 Cardiff.

**Further information**

For further information please see the guidance notes on the website at www.gov.uk/companieshouse or email enquiries@companieshouse.gov.uk

This form is available in an alternative format. Please visit the forms page on the website at www.gov.uk/companieshouse

Jamats Activity Centre Limited
(In Liquidation)
Joint Liquidators' Abstract of Receipts & Payments
From 19 February 2020 To 3 April 2024

Statement of Affairs		£	£
	ASSET REALISATIONS		
150.00	Fixed assets	150.00	
32,885.58	Cash Held by Liquidator	32,885.58	
	Bank Interest Gross	24.25	
Uncertain	VAT - Gloucester County Council	NIL	
	Investigation settlement	28,000.00	
Uncertain	Overpaid Corporation Tax	NIL	
Uncertain	Goodwill	NIL	
			61,059.83
	COST OF REALISATIONS		
	Surplus to charity	0.76	
	Specific Bond	210.00	
	Statement of Affairs Fee	5,000.00	
	Liquidators Fees	50,546.17	
	Legal Fees	4,200.00	
	Accountancy Fees	400.00	
	Document Upload Fees	150.00	
	VAT Unrecoverable	22.97	
	Postage, stationery, photocopying	26.86	
	Room Hire	100.00	
	Statutory Advertising	246.75	
	Subsistence	5.42	
	Land Registry Fees	6.00	
	Mileage	144.90	
			(61,059.83)
	UNSECURED CREDITORS		
(619.93)	Trade & Expense Creditors	NIL	
(250,826.10)	HM Revenue and Customs - VAT	NIL	
(1,165.00)	Abacus Accounting Solutions	NIL	
(37,425.00)	HM Revenue & Customs - Penalty	NIL	
			NIL
	DISTRIBUTIONS		
(3.00)	Ordinary Shareholders	NIL	
			NIL
(257,003.45)			0.00

REPRESENTED BY

NIL



Gemma Louise Roberts
Joint Liquidator

Liquidators' Final Account to Creditors and Members

Jamats Activity Centre Limited
- In Liquidation

5 February 2024

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- A** Receipts and payments account ("R&P") from 19 February 2023 to 5 February 2024 including a cumulative R&P for the entire period following the Joint Liquidators' appointment.
- B** Time analysis for the period 19 February 2023 to 5 February 2024.
- C** Cumulative Time Analysis for the period from 19 February 2020 to 5 February 2024.
- D** Additional information in relation to the Liquidators' fees, expenses & the use of Subcontractors.

1 Introduction

- 1.1 As previously advised, Gemma Roberts was appointed Joint Liquidator together with Robert Dymond on 19 February 2020. By Order of the High Court dated 31 July 2023, Robert Dymond, by consent, was removed as Joint Liquidator and Joe Fox was appointed Joint Liquidator in his place with effect from the same date. Each creditor has the liberty to apply to vary or discharge this Order within 28 days of receipt of this Report.
- 1.2 Gemma Roberts and Joe Fox are licensed to act as insolvency practitioners in the United Kingdom by the ICAEW and as such are bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment. If you have any queries relating to this case, please contact my colleague Charlotte Bilby on 0114 235 6780 or by email to ce.bilby@wilsonfield.co.uk.
- 1.3 The affairs of the Company are now fully wound-up and this is my final account of the liquidation, which covers the period since my last progress report ("the Period").
- 1.4 Information about the way that we will use, and store personal data on insolvency appointments can be found at <https://www.wilsonfield.co.uk/not-so-small-print/> If you are unable to download this, please contact us and a hard copy will be provided to you.
- 1.5 The trading address of the Company was 49A London Road, Gloucester, GL1 3HF.
- 1.6 The registered office of the Company was changed to Wilson Field Limited, The Manor House, 260 Ecclesall Road South, Sheffield, S11 9PS and its registered number is 07321436.

2 Receipts and Payments

- 2.1 At Appendix A is an account of my receipts and payments for the Period, together with a cumulative account since my appointment, which enables a comparison to the directors' statement of affairs values and provides details of the remuneration charged and expenses incurred and paid by the Liquidators.

3 Work undertaken by the Liquidators

- 3.1 This section of the report provides creditors with an overview of the work undertaken in the liquidation since the date of my last annual progress report, together with information on the overall outcome of the liquidation.

Administration (including statutory compliance & reporting)

- 3.2 As you may be aware, the Liquidators must comply with certain statutory obligations under the Insolvency Act 1986 and other related legislation. Details about the work I anticipated undertaking in this regard was outlined previously.
- 3.3 Where the costs of statutory compliance work or reporting to creditors exceeded the initial estimate, it will usually be because the duration of the case has taken longer than anticipated, possibly due to protracted asset realisations, which have in turn placed a further statutory reporting requirement on the Liquidators.
- 3.4 As noted in my initial fees estimate/information, this work has not necessarily brought any financial benefit to creditors, but is work required on every case by statute.

Realisation of Assets

Fixed Assets

- 3.5 As per previous reports, the fixed assets of the Company consisted of tables, storage cupboards, filing cabinet, a printer and a couple of laptops. These assets were sold to a connected Company, by way of common directors, Jamats Academy Limited.

Cash Held by Liquidator

- 3.6 Prior to the liquidators' appointment the balance of the Company bank account was transferred to the proposed liquidators to be held on trust. No further realisations are expected.

Bank Interest Gross

- 3.7 During the Liquidation, £24.25 has been received in respect of bank interest.

VAT – Gloucester County Council

- 3.8 In August 2019, the Company became aware that it should have been registered for VAT and therefore attempted to recover the VAT that should have been charged to their main client, Gloucester City Council.

The Joint Liquidators instructed Hawsons to provide advice in relation to the position. Hawsons entered into correspondence with HMRC in an attempt to reach a conclusion. Following various delays and unsatisfactory responses, a letter of complaint was issued to HMRC however they failed to respond. In further correspondence, HMRC advised that they had no record of the complaint and would not correspond further with Hawsons. Hawsons referred the matter back to the Joint Liquidators who continued to chase HMRC for a substantive response. No response has been received. Given the uncertainty, lack of communication and time spent on this matter to date it is concluded that it is not in the best interests of creditors to continue to pursue this matter.

Investigation Settlement

- 3.9 The Joint Liquidators investigations revealed payments to the director totalling between £42,000-48,000. MD Law were instructed to advise on the matter and a settlement of £28,000 was reached. This sum was paid in full on 3 March.2021 and the matter was concluded.

Overpaid Corporation Tax

- 3.10 As stated in the SIP6 Report, the Company tried to recover overpaid Corporation Tax. Amended accounts were prepared and submitted to HMRC, however, no response was received. Given the level of debt to HMRC, it is not anticipated that there will be any realisations in this regard and therefore this will not be pursued further.

Creditors (claims and distributions)

- 3.11 Further information on the outcome for creditors in this case can be found at section 4 of this report. A liquidator is not only required to deal with correspondence and claims from unsecured creditors, but also those of any secured and preferential creditors of the Company. This may involve separate reporting to any secured creditor and dealing with distributions from asset realisations caught under their security, most typically a debenture as well as dealing with the general handling of communications with stakeholders, such as customers and suppliers.
- 3.13 Claims from preferential creditors typically involve employee claims and payments made on behalf of the Company by the Redundancy Payments Service following dismissal.

- 3.14 Since 1 December 2020, claims from preferential creditors now fall into one of two categories, either ordinary (typically involving employee claims and payments made on behalf of the Company by the Redundancy Payments Service following dismissal, which rank equally among themselves), or secondary (which are claims by HMRC for VAT or other relevant tax deductions such as PAYE and employee NIC deductions, together with student loans and CIS deductions, which also rank equally among themselves). Ordinary preferential claims rank ahead of secondary preferential claims and all preferential creditors must be paid in full before any distribution can be made to the unsecured creditors of a company.
- 3.15 The above work will not necessarily bring any financial benefit to creditors generally and the more creditors there are on an assignment, the higher the resultant cost will usually be, however a liquidator is required by statute to undertake this work.

Investigations

- 3.16 You may recall from my first progress report to creditors that some of the work the Liquidator is required to undertake is to comply with legislation such as the Company Directors' Disqualification Act 1986 ("CDDA 1986") and Statement of Insolvency Practice 2 – Investigations by Office Holders in Administration and Insolvent Liquidations and may not necessarily bring any financial benefit to creditors, unless these investigations reveal potential asset recoveries that the Liquidators can pursue for the benefit of creditors.
- 3.17 My report on the conduct of the Directors of the Company to the Department for Business, Energy & Industrial Strategy under the CDDA 1986 was submitted during the first year of the liquidation and is confidential.
- 3.18 Since my last progress report I would advise that no further asset realisations have come to light that may be pursued by me for the benefit of creditors.

4 Outcome for Creditors

Secured Creditors

- 4.1 There are no secured creditors in this matter.

Preferential Creditors

- 4.2 There are no known preferential creditors in this matter.

Unsecured Creditors

- 4.3 I received claims totalling £327,435.56 from 4 creditors.
- 4.4 No floating charges were granted to secured creditors by the Company. Accordingly, there was no requirement under s176A of the Insolvency Act 1986 to create a fund out of the Company's net floating charge property for unsecured creditors, known as the Prescribed Part.
- 4.5 I can confirm that the realisations in the liquidation are insufficient to declare a dividend to the unsecured creditors after defraying the expenses of the liquidation.
- 4.6 Notice is hereby given that a dividend will not be declared to unsecured creditors in this matter as the funds realised have already been used for paying the expenses of the liquidation.

5 Liquidators' Remuneration & Expenses

- 5.1 The basis of the Liquidators' remuneration was fixed in the liquidation by creditors by reference to the time properly spent by him and his staff in managing the Liquidation.
- 5.2 My time costs for the Period total £5,068, which represents 15 hours at an average rate of £336 per hour. Attached as Appendix B is a Time Analysis which provides details of the activity costs incurred by staff grade during the Period and a narrative explanation of the work undertaken by the Liquidators during the Period can be found at section 3 of this report.
- 5.3 Also attached as Appendix C is a cumulative Time Analysis for the period from 19 February 2020 to 5 February 2024 which provides details of my time costs since the commencement of the liquidation. These time costs total £66,835 which represents 206 hours at an average rate of £325 per hour.
- 5.4 You will recall that I provided creditors with my fees estimate prior to the agreement of the basis of my remuneration as time costs. The approved fees estimate imposed an overall cap on my fees of £51,090.
- 5.5 The total amount paid to my firm in respect of fees in this liquidation is £50,546.17 which is below my approved fees estimate. It is not anticipated that any further fees will be drawn in the liquidation.
- 5.6 Attached as Appendix D is additional information in relation to the Liquidators' fees and expenses, including where relevant, information on the use of subcontractors and professional advisers.
- 5.7 A copy of 'A Creditors' Guide to Liquidators' Fees' is available on request or can be downloaded from <https://www.icaew.com/en/technical/insolvency/understanding-business-restructuring-and-insolvency/creditors-guides>

6 Conclusion

- 6.1 This final account will conclude my administration of this case. The Notice accompanying this account explains creditors rights on receipt of this information and also when I will vacate office and obtain my release as Joint Liquidator.

Yours faithfully



G L Roberts
Joint Liquidator

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Appendix A

Receipts and payments account (“R&P”) from 19 February 2023 to 5 February 2024 including a cumulative R&P for the entire period following the Joint Liquidators’ appointment.

Jamats Activity Centre Limited
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments

Statement of Affairs £		From 19/02/2023 To 05/02/2024 £	From 19/02/2020 To 05/02/2024 £
	ASSET REALISATIONS		
	Bank Interest Gross	1.88	24.25
32,885.58	Cash Held by Liquidator	NIL	32,885.58
150.00	Fixed assets	NIL	150.00
Uncertain	Goodwill	NIL	NIL
	Investigation settlement	NIL	28,000.00
Uncertain	Overpaid Corporation Tax	NIL	NIL
Uncertain	VAT - Gloucester County Council	NIL	NIL
		1.88	61,059.83
	COST OF REALISATIONS		
	Accountancy Fees	NIL	400.00
	Document Upload Fees	NIL	150.00
	Land Registry Fees	NIL	6.00
	Legal Fees	NIL	4,200.00
	Liquidators Fees	114.83	50,546.17
	Mileage	NIL	144.90
	Postage, stationery, photocopying	NIL	26.86
	Room Hire	NIL	100.00
	Specific Bond	NIL	210.00
	Statement of Affairs Fee	NIL	5,000.00
	Statutory Advertising	NIL	246.75
	Subsistence	NIL	5.42
	Surplus to charity	0.76	0.76
	VAT Unrecoverable	22.97	22.97
		(138.56)	(61,059.83)
	UNSECURED CREDITORS		
(1,165.00)	Abacus Accounting Solutions	NIL	NIL
(37,425.00)	HM Revenue & Customs - Penalty	NIL	NIL
(250,826.10)	HM Revenue and Customs - VAT	NIL	NIL
(619.93)	Trade & Expense Creditors	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(3.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(257,003.45)		(136.68)	0.00
	REPRESENTED BY		
			NIL



Gemma Louise Roberts
Joint Liquidator

Appendix B

Time analysis for the period 19 February 2023 to 5 February 2024.

Time Entry - Detailed SIP9 Time & Cost Summary

JAMA01C - Jamats Activity Centre Limited
From: 19/02/2023 To: 05/02/2024
Project Code: POST

Classification of Work Function	Directors & IP's	Managers	Administrators	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
ADCA : Cashiering	0.00	0.60	0.00	0.30	0.90	315.00	350.00
ADCR : Case Reviews	0.90	0.00	2.20	0.00	3.10	1,132.00	365.16
ADGA : File Maintenance	0.00	0.00	2.30	0.00	2.30	713.00	310.00
ADSC : Statutory and Compliance	0.60	0.80	5.40	0.40	7.20	2,362.00	328.06
Admin and Planning	1.50	1.40	9.90	0.70	13.50	4,522.00	334.96
INRE : Investigation and Review	0.00	0.00	0.60	0.00	0.60	186.00	310.00
Investigations	0.00	0.00	0.60	0.00	0.60	186.00	310.00
REPB : Property, Business and Asset Sales	0.00	0.50	0.50	0.00	1.00	360.00	360.00
Realisation of Assets	0.00	0.50	0.50	0.00	1.00	360.00	360.00
Total Hours	1.50	1.90	11.00	0.70	15.10	5,068.00	335.63

Appendix C

Cumulative Time Analysis for the period from 19 February 2020 to 5 February 2024

Time Entry - Detailed SIP9 Time & Cost Summary

JAMA01C - Jamats Activity Centre Limited
From: 19/02/2020 To: 05/02/2024
Project Code: POST

Classification of Work Function	Directors & IP's	Managers	Administrators	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
ADAP : Appointment	0.00	0.30	0.00	0.00	0.30	123.00	410.00
ADCA : Cashiering	1.90	8.50	1.10	6.30	17.80	6,161.50	346.15
ADCR : Case Reviews	4.50	3.40	16.30	0.00	24.20	7,764.00	320.83
ADDI : Directors/Client	0.60	0.30	1.00	0.00	1.90	659.50	347.11
ADGA : File Maintenance	1.80	0.40	15.90	2.40	20.50	5,339.00	260.44
ADSC : Statutory and Compliance	6.40	1.90	37.80	5.90	52.00	15,076.50	289.93
ADSO : Strategic Overview	0.30	0.00	0.20	0.00	0.50	212.00	424.00
Admin and Planning	15.50	14.80	72.30	14.60	117.20	35,335.50	301.50
CRCL : Creditors Claims	0.00	0.00	0.50	0.00	0.50	102.00	204.00
CRCO : Communications with Creditors	0.30	0.00	1.10	0.60	2.00	492.00	246.00
CRTV : Tax and VAT	0.70	0.20	3.90	0.00	4.80	1,575.00	328.13
Creditors	1.00	0.20	5.50	0.60	7.30	2,169.00	297.12
INAT : Antecedent Transactions	0.30	0.00	0.00	0.00	0.30	150.00	500.00
INDR : CDDA Report	1.80	0.00	11.00	0.00	12.80	3,540.00	276.56
INRE : Investigation and Review	12.10	1.00	10.70	0.70	24.50	9,060.00	369.80
Investigations	14.20	1.00	21.70	0.70	37.60	12,750.00	339.10
REDC : Debt Collection	7.60	16.20	1.80	0.00	25.60	10,862.00	424.30
REIS : Identifying,Securing and Insuring	0.50	4.30	6.30	0.20	11.30	3,246.00	287.26
REPB : Property, Business and Asset Sales	0.10	4.70	1.70	0.00	6.50	2,418.50	372.08
SOLB : Sale of Land & Buildings	0.00	0.00	0.30	0.00	0.30	54.00	180.00
Realisation of Assets	8.20	25.20	10.10	0.20	43.70	16,580.50	379.42
Total Hours	38.90	41.20	109.60	16.10	205.80	66,835.00	324.76

Appendix D

Additional Information in Relation to the Liquidators' Fees, Expenses & the use of Subcontractors

Staff Allocation and the use of Subcontractors

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

The constitution of the case team will usually consist of a Partner, a Manager, and an Administrator or Assistant. The exact constitution of the case team will depend on the anticipated size and complexity of the assignment and the experience requirements of the assignment.

We have not utilised the services of any subcontractors in this case.

Professional Advisors

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

Name of Professional Advisor	Basis of Fee Arrangement
MD Law (Debt collection assistance)	15% of realisations
Charterfields Limited (valuation and disposal advice)	10% of asset realisations
Hawsons (Tax advice)	£400 plus VAT, plus 10% realisations

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

Liquidators' Expenses

The estimate of expenses which were anticipated at the outset of the Liquidation was provided to creditors when the basis of my fees were approved. The table below compares the estimated overall costs against those incurred in the liquidation. The payment of these expenses is reflected in the Receipts and Payments Account enclosed with this report.

Category 1 expenses

These expenses do not require prior approval by creditors. The type of expenses that may be charged to a case as a Category 1 expense generally comprise of external supplies of incidental services specifically identifiable to the case, such as postage, case advertising, invoiced travel and external printing, external room hire and external storage costs. Also chargeable, will be any properly reimbursed expenses incurred by personnel in connection with the case. These expenses may include disbursements which are payments first met by an office holder and then reimbursed from the estate.

Expense	Estimated overall cost £	Total paid £
Statutory Advertisements	228.60	246.75
Specific Penalty Bond	148.00	210.00
External Mail Services	49.91	26.86
Statement of Affairs Fee	5,000.00	5,000.00
Valuers Fee	500.00	00.00
Debt collection fees	12,506.30	00.00
Accountancy fees	5,000.00	400.00
Legal Fees	00.00	4,200.00
Search Fees	00.00	6.00

Category 2 expenses

These expenses do require approval from creditors. These are costs which are directly referable to the appointment in question but are not payments which are made to an independent third party and may therefore include payments to associates of the office holder or shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis. Details of Category 2 expenses charged by this firm (where appropriate) were provided at the time the Liquidators' fees were approved.

Expense	Estimated overall cost £	Total Paid £
External meeting room hire	100.00	100.00
Business mileage	00.00	144.90
External storage costs	400.00	00.00
Document upload centre	150.00	150.00

Charge-out rates and fee estimate

A schedule of Wilson Field Limited's charge-out rates and the Joint Liquidators' fee estimate are detailed on the following pages.

WILSON FIELD LIMITED CHARGE OUT RATES AND EXPENSES POLICY

In accordance with Statement of Insolvency Practice 9 ("SIP 9") covering fees and expenses, we are required to disclose to you our policy for recovering non-specific expenses, and the charge out rates for the various grades of staff who may be involved in this case.

Remuneration

The office holder(s) will seek approval from creditors to draw remuneration on a time cost basis, in accordance with the rates detailed below.

	Hourly charge out rate (£)			
Grade	01/11/2017 to 30/06/2018	01/07/2018 to 05/03/2020	06/03/2020 to 31/03/2021	01/04/2021 onwards
Director/Insolvency Practitioner	500	500	500	500
Manager	400	400	395	410
Assistant Manager	395	N/a	N/a	N/A
Team Leader	390	390	N/a	N/A
Senior Administrator	330	395	300	310
Administrator (dependent on experience)	230-300	230 - 300	240-270	180-280
Trainee Administrator	180	180	180	N/A
Assistant & Support staff	130	130	130 - 235	140-250

All time is recorded in 6 minute units.

Expenses

Expenses are payments from the estate which are neither an office holder's remuneration nor a distribution to a creditor or member. Expenses also includes disbursements. Disbursements are payments which are first met by the office holder, and then reimbursed to the office holder from the estate. Expenses are divided into those that do not need approval before they are charged to the estate (category 1) and those that do (category 2).

Category 1 expenses

These are payments to persons providing the service to which the expense relates who are not an associate of the office holder. These expenses can be paid without prior approval. Examples of these are advertising, insurance, legal fees etc.

Category 2 expenses

These are payments to associates or payment which have an element of shared costs. Examples of a category 2 expenses that officeholders may seek creditor approval for would be for mileage costs or for hire of external rooms for physical meetings where the room is used for more than one insolvency, Any such approval will be outlined with documentation for the relevant decision procedure.

Category 2 expenses are charged in accordance with the liquidator's prevailing recovery policy at the time the expense is incurred. However, any Category 2 expenses incurred prior to the 1 April 2021 but for which payment has not been drawn, will not be charged after this date. The rates applicable from 1 April 2021 are detailed below:

Expense	Charge	Period charged
Mileage	As per HMRC's approved mileage rates	On appointment (where appropriate)

In common with all professional firms, our charge out rates increase from time to time. We reserve the right to change the rates without prior notice to you. Any change will be reported in the next statutory report to creditors.

CASE NAME: Jamats Activity Centre Limited
FEE ESTIMATE

Breakdown / Grade	Partner	Cost (£)	Manager	Cost (£)	Other Senior Professionals	Cost (£)	Assistants & Support Staff	Cost (£)	Total Hours	Total Cost (£)	Average Cost per Hour (£)
Admin and Planning (inc appointment/cashiering/case reviews/director client/file maintenance/out of office call/statutory and compliance/strategic overview)	15.00	7,500.00	1.00	400.00	38.00	10,360.00	12.00	1,560.00	66.00	19,820.00	300.30
Case Specific Matters (inc site visit/shareholders)	0.00	0.00	0.00	0.00	0.50	120.00	0.00	0.00	0.50	120.00	240.00
Creditors (inc calculation & distribution/creditors claims/communications with creditors/employees/Tax and VAT/Creditor service/prescribed part calculation & distribution)	2.00	1,000.00	0.50	200.00	10.00	3,020.00	2.00	260.00	14.50	4,480.00	308.97
Investigations (inc CDDA report/antecedent transactions/investigation and review)	5.00	2,500.00	0.00	0.00	33.00	9,160.00	3.00	390.00	41.00	12,050.00	293.90
Realisation of Assets (inc debt collection/identifying securing and insuring/property business and asset sales/ROT)	5.00	2,500.00	2.00	800.00	36.50	10,930.00	3.00	390.00	46.50	14,620.00	314.41
Trading (inc accounting for trading/ongoing employee issues/management of operations)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	27.00	13,500.00	3.50	1,400.00	118.00	33,590.00	20.00	2,600.00	168.50	51,090.00	303.20

The charge out rate information opposite has been obtained from the rate and disbursement policy. The Administrator charge out rate varies dependent on experience. The charge out rate used to calculate the above information is the charge out rate of the member of staff assigned to the case at the time the above estimate was calculated.

Please note this estimate covers the whole period of liquidation. It is not anticipated that further remuneration approval will be sought.

Grade	Hourly charge out rate (£)	SIP Column
Director/IP	500	Partner
Manager	400	Manager
Senior Administrator	395	Other Senior
Administrator	230-300	Other Senior
Secretarial & Support	130	Assistants & Support Staff
	240	