

The Insolvency Act 1986

Statement of administrator's proposals

2.17B

Name of Company Global Management Services Europe Ltd	Company number 07493387
In the High Court of Justice, Chancery Division Manchester District Registry	Court case number 3121 OF 2012

(a) Insert full name(s) and address(es) of administrator(s)

I, **Gordon Craig**
Refresh Recovery Limited
West Lancashire Investment Centre
Maple View
White Moss Business Park
Skelmersdale, WN8 9TG

* Delete as applicable

attach a copy of ~~*my/ our~~ proposals in respect of the administration of the above company

A copy of these proposals was sent to all known creditors on

(b) Insert date

(b) **21 November 2012**

Signed

Administrator

Dated **21 November 2012**

Contact Details

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

	Tel
DX Number	DX Exchange

SATURDAY



A10 24/11/2012 #348
 COMPANIES HOUSE

When you have completed and signed this form please send it to the Registrar of Companies at
 Companies House, Crown Way, Cardiff, CF14 3UZ
 DX 33050 Cardiff

**GLOBAL MANAGEMENT SERVICES EUROPE LTD
(IN ADMINISTRATION)
(COMPANY NUMBER: 07493387)**

**ADMINISTRATOR'S STATEMENT OF PROPOSALS
IN ACCORDANCE WITH PARAGRAPH 49 OF SCHEDULE B1 OF THE INSOLVENCY ACT 1986
DATED 21 NOVEMBER 2012**

**HIGH COURT OF JUSTICE
CHANCERY DIVISION
MANCHESTER DISTRICT REGISTRY
1 BRIDGE STREET
MANCHESTER, M60 9DJ**

3121 OF 2012

**REFRESH RECOVERY LIMITED
WEST LANCASHIRE INVESTMENT CENTRE
MAPLE VIEW
WHITE MOSS BUSINESS PARK
SKELMERSDALE
LANCASHIRE
WN8 9TG**

Contents

- 1 Glossary
- 2 Introduction
- 3 Statutory Information
- 4 Background and events leading to the Administrator's Appointment
- 5 Purpose and Progress of the Administration
- 6 Asset Realisations
- 7 Statement of Affairs
- 8 Receipts and Payments
- 9 Other Matters
- 10 Creditors Rights
- 11 Pre appointment Fees and Outstanding Costs
- 12 Agreement of the Proposals
- 13 Conclusion of the Administration
- 14 Creditors Committee
- 15 The Administrator's Proposals

Appendices

- 1 Statutory Information
- 2 Draft Statement of Affairs
- 3 Receipts and Payments Account
- 4 Administrator's Time Costs
- 5 Notice of Conduct of Business by Correspondence
- 6 Proof of Debt Form

1. Glossary

Administrator Gordon Craig of Maple View, White Moss Business Park, Skelmersdale, Lancashire, WN8 9TG

Company Global Management Services Europe Ltd (registration number 07493387)

Appointor The Directors of the Company

2. Introduction

Gordon Craig ("the Administrator") was appointed Administrator of Global Management Services Europe Ltd ("the Company") in High Court of Justice, Chancery Division, Manchester District Registry, on 26 September 2012 Court administration number 3121 OF 2012

The appointment was made by the Directors of the Company, ("the Appointor"), in accordance with Paragraph 22 of Schedule B1 of the Insolvency Act 1986.

The purpose of Administration, as defined under the provisions of the Enterprise Act 2002, as it amends the Insolvency Act 1986, is for the Administrator to perform his functions with the following three objectives

- Rescue the Company as a Going Concern,
- Achieve a better result for the Company's creditors as a whole than would be likely if the Company were wound up,
- Realise property in order to make a distribution to one or more secured creditors,

In accordance with Paragraph 49 of Schedule B1 of the Insolvency Act 1986, the Administrator now report to creditors and set out their proposals for achieving the purpose of administration and for the conduct of the administration

This report also includes certain information required to be provided to creditors in accordance with Rule 2.33 of the Insolvency (Amendment) Rules 2003

3. Statutory Information

A summary of the Company's statutory information, as shown at Companies House is set out in Appendix 1

4. Background and Events leading to the Administrator's Appointment

Important Note: The information contained in this section has been provided by the Director of the Company and no verification work has been undertaken by the Administrator

The Company was incorporated on 14 January 2011 and commenced trading in March 2011 to provide Management Services to a variety of businesses. The Company commenced trading from Global House, Bailey Lane, Manchester with Stephen Rievaulx-Wilson being appointed as sole Director. Mr Rievaulx-Wilson had worked within the business for the previous 25 years.

The Director sourced clients for the business through personal contacts and undertook the management services for connected companies. The business was funded through the initial invoices issued to these clients.

The Company's accounts for the year ended 30 September 2011 showed a small profit of £2,032 and the business was beginning to expand with the addition of new clients. To cope with the demands of the business new members of staff were employed bringing the staff total to 34.

The Company began to experience problems however when the Department of Business Innovation & Skill began an investigation into the affairs of the Company, although the results of the investigation has not been provided to the Company, the uncertainty provided an unstable environment for the Director and staff.

At the same time one of the company's clients Solar Energy Savings was placed into liquidation by the High Court of Justice on the application of the Department of Business Innovation & Skill. The Company began to struggle with this loss of revenue from this client and this coupled with the ongoing investigation the Director sought the advice of his solicitors and Refresh Recovery Limited. It was decided at this point that there was no other option other than to appoint an Administrator to deal with the creditors. Gordon Craig of Refresh Recovery Limited was approached to act as Administrator and was appointed on 26 September 2012.

5. Purpose and Progress of the Administration

In accordance with the purpose of Administration, as outlined in Section 2, the initial objective of an Administration is to rescue the Company as a going concern. Given the current position of the Company regarding the ongoing investigation and that the Company's other clients were to be placed into liquidation this was not a viable option.

In accordance with the purpose of Administration, as outlined in Section 2, the objective of this Administration is to achieve a better result for the Company's creditors as a whole than would be likely if the Company were wound up. The Company has a number of leases which were the clients trading addresses, the Landlords on these properties were threatening to distrain on the assets. On this basis in order to protect the Company from any further action and to retain the assets for the benefit of creditors generally, the Director appointed an Administrator. In addition instructions had been given to Refresh Recovery Limited to place the Company's clients into liquidation and therefore it was thought that it would be beneficial that the group structure was investigated and processed together.

A third party, Byrom & Keeley Financial Services Limited, had indicated prior to my appointment that he would be prepared to pay the open market price for the Company's chattel assets. On this basis, the terms of the Administration Order has been complied with.

6.1 Asset Realisations

6.1.1 Chattel Assets

Upon my appointment, the assets of the Company were professionally valued by JPS Chartered Surveyors. The Company's assets consisted of office equipment. These assets were valued at £2,700 assuming that the assets remain in their current working place, and £1,100 on the assumption that the assets be removed from the premises if purchased by a third party.

As advised Byrom & Keeley Financial Services Limited had expressed an interest in the Company's assets and had submitted an offer for £2,000 plus VAT. This offer was accepted by the Administrator on 16 November 2012 as it was in excess of the Independent Agents' valuation and it was not anticipated that a higher offer could be obtained from an alternative purchaser.

The Administrator is yet to receive any funds in this respect as the sale agreement has only recently been reached and payment terms are currently being finalised with solicitors.

6.1.2 Book Debts

At the date of the Administrators appointment, the Company had outstanding book debts totalling approximately £503,225. Having reviewed the debtor ledger it appears that all these companies have either entered into or in the process of being placed into insolvency proceedings. It is unlikely that there will be any dividends to creditors in these cases and therefore it is unlikely that there will be any realisations from this source.

6.1.3 Cash at Bank

It is understood that there is a small balance held at the Company's bank account, the bank is yet to confirm the balance

6.2 Secured Creditors

Following a review of the Register of Mortgages and Charges, held at Companies House, three rent deposit deeds were granted, on 10 January 2012, a Rent Deposit Deed was granted to Divani UK Limited this was registered on 14 January 2012 On 27 January 2012, a Rent Deposit Deed was granted to Willan Investment Limited this was registered on 2 February 2012 On 16 August 2012, a Rent Deposit Deed was granted to Turkey Mill Investments Limited this was registered on 20 August 2012 It is understood that all three rent deposits have been off set against the outstanding rental charges due to each Landlord

In addition on 9 March 2012, a deed of charge over credit balances was granted to Barclays Bank Plc, this was registered on 24 March 2012 Any balance held in the Company bank account will be off set against any balance owed to Barclays which is listed in the book and records as £443 It is therefore understood that Barclays have no claim within this Administration

The Company has no further secured creditors.

6.3 Employees and Preferential Creditors

The majority of employees, who all had less than two years service, have been offered contracts of employment with another company It is understood however that although all outstanding wages has been paid, employees have accrued holiday pay and have submitted claims to the Redundancy Payments Office Based on current information, it is unlikely that a dividend payment will be made to preferential creditors

6.4 Other Creditors

As outlined on the draft Statement of Affairs attached at Appendix 2, the Company has creditors totalling £642,784, all of which are unsecured and includes the balance due to the bank mentioned above There is a debt due to H M Revenue & Customs in respect of unpaid PAYE & NIC estimated in the region of £75,739, there is an estimated claim of £11,975 due in regard to VAT The balance is of £554,627 is due to trade creditors

Based on current information there is no prospect of a dividend to any class of creditor within this Administration

In accordance with Rule 2 33(l) of the Insolvency (Amendment) Rules 2003, the Administrator must estimate the amount of funds available to unsecured creditors in respect of the prescribed part. This provision only applies where the Company has granted a floating charge to a creditor after 15 September 2003. The Company has not granted a floating charge to any creditor after 15 September 2003 and consequently there will be no prescribed part. Similarly, the provisions of Section 176A(3) and 176A(5) of the Insolvency Act 1986 will not apply.

7 Statement of Affairs

A Statement of Affairs has not yet been received by the Director, a draft Statement of Affairs is attached which has been prepared by this office from the available information.

8 Receipts and Payments

A Receipts and Payments account to date is attached as Appendix 3.

9 Other Matters

The Administrator has a statutory obligation to carry out a review of the Directors' conduct and submit a report to the Directors Disqualification Unit of the Department for Business, Innovation & Skills. This report will be submitted within 6 months of the Administrator's appointment.

A schedule of the Administrator's time costs, as required under the provisions set out in the Statement of Insolvency Practice (SIP9), is attached as Appendix 4 where creditors will note that I have incurred time costs to date of £4,184 which is comprised of 22.40 hours at an average cost of £186.79 per hour. The current charge out rates for this Firm are as follows:-

Grade of Staff	(£ per hour)
Partner	335
Senior Manager	280
Manager	250
Case Supervisor	180
Senior Case Administrator	140
Case Administrator	100

Time spent by support staff for carrying out shorter tasks, such as typing or dealing with post, is not charged to cases but is carried out as an overhead. Only where a significant amount of time is spent

at one time on a case is a charge made for support staff Time is recorded in units of 0.10 of an hour (i.e. 6 minute units) A full copy of this guide can be downloaded from the following site -

www.insolvency-practitioners.org.uk/uploads/INTERIM_SIP9.pdf

10. 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 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 the basis fixed for the Administrator's remuneration, the remuneration charged or the expenses incurred by the Administrator as set out in this progress report are excessive

11. Pre Appointment Fees and Other Outstanding Costs

I can advise that all my pre appointment cost amount to £2,345 which is comprised of 7.00 hours at an average cost of £335 per hour This time is comprised of two meetings with the Directors which includes travel time The meetings were held to discuss the options available to the Directors and Company, general advice relating to the insolvency matters and the process of the Administration In addition a meeting was held with my solicitors to provide instructions to prepare the documentation to place the Company into Administration.

Legal costs are owed to Turner Parkinson Solicitors of Manchester which amount to £500 plus VAT This has arisen from the pre appointment paper work to place the Company into Administration Agents fees are owed to JPS Surveyors amounts to approximately £1,000 plus VAT

12. Agreement of Proposals

In accordance with paragraph 51(1)(b) there is no requirement to summon an initial creditors meeting and therefore under Rule 2.33(5) the Proposals are deemed approved Should any creditor wish a creditors meeting to be convened please complete the attached 2.21B within 8 business days from the date of the proposals being **3 December 2012**.

Please note that in accordance 2.37(3) the expense of summoning and holding the meeting must be met by the creditor requesting the meeting

Agreement to the basis of the Administrator's remuneration and the discharge from liability of the Administrator upon his ceasing to act is being sought and would be obliged if you could complete and return the attached 2 25B by 7 December 2012

13. Conclusion of the Administration

As no funds are available for distribution to any class of creditor within this Administration, in accordance with Paragraph 84(1) of Schedule B1 of the Insolvency Act 1986, it is proposed that the Company is moved from Administration to dissolution upon the conclusion of the Administrators duties

14. Creditors Committee

In accordance with the requirements of Statement of Insolvency Practice (SIP15), the creditors shall have a right to establish a creditors committee consisting of a minimum of 3 creditors and a maximum of 5 creditors, if it thinks it appropriate

The purpose of the committee is to represent the interests of the creditors as a whole, not just the interests of its individual members. In addition to its statutory functions, which are set out in the guidance note SIP15, it may also serve to assist the Supervisors generally and act as a sounding board for them to obtain views on matters pertaining to the Administration. A copy of SIP15 can be downloaded from the following site -

www.insolvency-practitioners.org.uk/uploads/INTERIM_SIP9.pdf


15 The Proposals

The Administrator's proposals are as follows

- 1 When it is anticipated that no further realisations will be made in the administration than would be available in a winding up, to take the necessary steps to put the Company into Creditors' Voluntary Liquidation (subject to 4 below)
- 2 If Creditors Voluntary Liquidation is deemed appropriate, the Administrators be permitted to seek the appointment of Gordon Craig as Joint Liquidators of the Company, without further recourse to creditors. In accordance with paragraph 87(3) and Rule 2.117(3), creditors may nominate a different person as the proposed liquidator, provided that the nomination is made after the receipt of these proposals and before these proposals are approved
- 3 To seek an extension to the administration period if deemed necessary by the joint administrators
- 4 If, in accordance with Paragraph 84(1) of Schedule B1 of the Insolvency Act 1986, the company has no property which would permit distribution to creditors, the administrators are permitted to

move the company from Administration to dissolution rather than placing the Company into Creditors Voluntary Liquidation

- 5 For the purposes of Schedule B1 of the Enterprise Act 2002, the remuneration of the Administrator shall be fixed by reference to the time given by the Administrator and their staff in attending to matters arising under the Administration. Any subsequent Liquidator should also be remunerated on the same basis. The Administrator shall be authorised to draw their remuneration and disbursements either from funds under their control as Administrator or as a first expense in any subsequent Liquidation.
- 6 The Administrator shall have the authority to sanction and agree the fees of any solicitors or similar chattel agents by reference to the time given by such agents and their staff, in attending to matters arising in the Administration.
- 7 European Community regulations apply to this Administration. These are the main proceedings.
- 8 Without prejudice to the provisions of Schedule B1 of the Enterprise Act 2002, the Administrator may carry out all other acts that they may consider to be incidental to the proposals above in order to assist in their achievement of the stated purposes of the Administration Order or any variation thereto.
- 9 The Administrator be discharged from liability in respect of any action of his as Administrator on vacation of office (whether because he vacates office by reason of resignation, death or otherwise, because he is removed from office or because his appointment ceases to have effect), in accordance with Schedule B1 paragraphs 98 and 99 of the Act.



Gordon Craig
Administrator

Appendix 1

**GLOBAL MANAGEMENT SERVICES EUROPE LTD
(COMPANY NUMBER: 07493387)**

Statutory Information

Company number	07493387
Date of Incorporation	14 January 2011
Nature of Business	Activities of head office/management consultancy
Current Directors	Mr Stephen Rievaulx Wilson
Company Secretary	Mr Stephen Rievaulx Wilson
Registered Office	
Currently,	Maple View White Moss Business Park Skelmersdale Lancashire WN8 9TG
Previously:	Global House Baileys Lane Manchester Airport Manchester M90 4AA
Auditors	None appointed
Bankers	Barclays Bank Plc
Issued Share Capital	100 Ordinary shares of £1 each
Shareholders	Mr Stephen Rievaulx Wilson (50 shares) Mr Malcolm McGreevy (50 shares)

Insolvency Act 1986

Global Management Services Europe Limited
Estimated Statement Of Affairs as at 26 September 2012

	Book Value £	Estimated to Realise £
ASSETS		
Furniture & Equipment	70,499 00	1,100 00
Book Debts	503,225 00	NIL
Cash at Bank	551 00	551 00
		<u>1,651 00</u>
LIABILITIES		
PREFERENTIAL CREDITORS -		<u>NIL</u>
		1,651 00
DEBTS SECURED BY FLOATING CHARGE PRE 15 SEPTEMBER 2003		
OTHER PRE 15 SEPTEMBER 2003 FLOATING CHARGE CREDITORS		<u>NIL</u>
		1,651 00
Estimated prescribed part of net property where applicable (to carry forward)		<u>NIL</u>
		1,651 00
DEBTS SECURED BY FLOATING CHARGE POST 15 SEPTEMBER 2003		
		<u>NIL</u>
		1,651 00
Estimated prescribed part of net property where applicable (brought down)		<u>NIL</u>
		1,651 00
Unsecured non-preferential claims (excluding any shortfall to floating charge holders)		
Trade & Expense Creditors	555,070 00	
HM Revenue & Customs - PAYE & NIC	75,739 00	
HM Revenue & Customs - VAT	11,975 00	
		<u>642,784 00</u>
Estimated deficiency/surplus as regards non-preferential creditors (excluding any shortfall in respect of F C's post 14 September 2003)		<u>(641,133 00)</u>
		(641,133 00)
Issued and called up capital		
Ordinary Shareholders	100 00	
		<u>100 00</u>
TOTAL SURPLUS/(DEFICIENCY)		<u><u>(641,233 00)</u></u>

Refresh Recovery Limited
Global Management Services Europe Limited
B - Company Creditors

Key	Name	Address	£
CA00	Abercrombie Gemmell Limited	10 Carniesburn Drive, Bearsden, Glasgow, G61 1BE	19,415 57
CA01	Aberdeen City Council	Business Hub 16, Marischal College, Aberdeen, AB10 1AB	3,375 00
CA02	Anderson Buchanan Properties Limited	Anderson House, Quarry Road, Northfield Industrial Estate, Aberdeen, AB16 5UU	3,300 00
CA03	Ark Ceilings Limited	136 Aldershot Road, Fleet, Hampshire, GU51 3DY	780 00
CA04	Axon Resourcing	The White House, Wilderspool Park, Greenalls Avenue, Stockton Heath, Cheshire, WA4 6HL	700 00
CA05	Advanced Labelling Limited	Unit 1 The Aztec Centre, Nuffield Industrial Estate, 56 Nuffield Road, Poole, Dorset, BH17 0RT	33 56
CB00	Bamford Enterprises Limited	11 Ridge Avenue, Hale Barns, Altrincham, Cheshire, WA15 0AY	1,875 80
CB01	Barclays Bank Plc	Commercial bank Operations, PO Box 299, Birmingham, B1 3PF	442 87
CB02	British Gas Business	PO Box 161, Leeds, LS1 1QZ	7,359 13
CB03	B & M Office Machines Limited	Unit 1 & 2 Bens Court, Randles Road, Knowsley, Merseyside, L34 9HH	2,863 12
CB04	B & M Waste Services	Ins House, Dock Road South, Bromborough, Wirral, CH62 4SQ	122 38
CB05	Braintree District Council	Causeway House, Bocking End, Braintree, Essex, CM7 9HB	2,160 00
CB06	Briannia Paints Limited	Unit 7/8, King Street Trading Estate, Middlewich, Cheshire, CW10 9LF	6,270 00
CB07	Bury Council	Customer Support and Resources, PO Box 68, Manchester, M26 2YJ	1,959 25
CB08	Butcher & Barlow LLP	Bank Street, Bury, BL09 0DL	40 80
CC00	Capri	8-9 St Peters Way, Warrington, WA2 7BT	1,524 80
CC01	Cartridge Save	Roland Road, Stockport, SK5 6TJ	149 50
CC02	Cathedral Leasing Limited	300 Relay Point, Relay Drive, Tamworth, Staffordshire, B77 5PA	34 31
CC03	Cheshire West & Chester Council	Parking Services, PO Box 1442, Chester, CH1 2WY	50 00
CC04	Cheshire West & Chester	Revenues & Benefits Department, PO Box 187, Ellesmere Port, CH34 9DB	9,247 00
CC05	Citibase	Lochside House, 3 Lochside Way, Edinburgh Park, Edinburgh, EH12 9DT	2,345 24
CC06	Club Ties	Brook Street Studios, 60 Brook Street, Glasgow, G40 2AB	131 04
CC07	CMH Electrical	12 Bostock Road, Winsford, CW7 3BD	990 00
CC08	CNC Property Fund Management	2nd Floor The Atrium, 31 Church Road, Ashford, Middlesex, TW15 2UD	5,069 18
CC09	Collier & Madge	One Great Cumberland Place, London, W1H 7AL	25,506 94
CC0A	Comms FM	1st Floor, 5 Royal Exchange Square, Glasgow, G1 3AH	1,900 60
CC0B	Comms Group	KG Business Centre, Kingsfield Way, Northampton, NN5 7QS	13,742 76
CC0C	Connected World	Unit 6 Webster Court, Westbrook, Warrington, WA5 8WD	16,525 50

Signature _____

Refresh Recovery Limited
Global Management Services Europe Limited
B - Company Creditors

Key	Name	Address	£
CC0D	Corporate Clothing Services	Embroidery House, Lobley Hill Bank, Gateshead, Newcastle Upon Tyne, NE8 4YH	1,194 00
CC0E	CPC	Faraday Drive, Fulwood, Preston, PR2 9PP	89 31
CC0F	Crawley Borough Council	Town Hall, The Boulevard, Crawley, RH10 1UZ	12,366 00
CC0G	Paul Cammack		22 00
CD00	Data Comms Direct	Unit 2a Castle Road, Chelston Business Park, Wellington, Somerset, WA21 9JQ	72 00
CD01	DBH Serviced Business Centre Ltd	Bridgewater Complex, Canal Street, Bootle, Liverpool, L20 8AH	3,000 00
CD02	Delta Elite Keyholding Limited	Carrington Business Park, Carrington, Urmston, Manchester, M31 4XL	511 34
CD03	Devonshire Business Centre	582 Honeyput Lane, Stanmore, Middlesex, HA7 1JS	20,505 74
CD04	Direct Hygiene	Windgate House, Windgate, Tarleton, PR4 6JF	463 80
CD05	Document & Data Shred Limited	Units 1-3 Station Road, Station Road Industrial Estate, Reddish, Stockport, SK5 6ND	14 40
CD06	Adam Durkin		50 09
CD07	Alex Davies		10 00
CD08	Chris DeSousa		660 41
CD09	David Diaz		1,067 32
CD0A	James Day		7 30
CE00	Easyjet Plc	Hanger 89, London Luton Airport, Luton, Bedfordshire, LU2 9PF	36 09
CE01	Enterprise Rent a Car	32 Kerse Road, Springkorse Industrial Estate, Stirling, FK7 7SG	3,055 17
CE02	EON Limited	Westwood Way, Westwood Business Park, Coventry, CV4 8LG	5,978 25
CE03	Evans Easyspace Limited	Millshaw, Leeds, LS11 8EG	4,733 00
CE04	Enfield Council	Revenues & Benefits, PO Box 63 Civic Centre, Silver Street, Enfield, Middx, EN1 3XW	0 00
CF00	Fakenham Glass & Glazing	11a Copper Beech Close, Fakenham, Norfolk, NR21 8JZ	70 00
CF01	Floorbrite	Cranford House, Cranford Avenue, Sale, Cheshire, M33 2AU	509 54
CF02	Forrest Recruitment	Langham Place, 296 Manchester Road, Warrington, WA1 3RB	774 65
CF03	Fuel Genie	PO Box 6139, 1 Trinity Court, Broadlands, Wolverhampton, WV1 9RQ	7,561 22
CG00	Glasgow City Council	Financial Services, PO Box 36, 45 John Street, Glasgow, G1 1JE	30,886 00
CG01	Green Energy Association	Unit 17 Road One, Winsford Industrial Estate, Winsford, Cheshire, CW7 2PZ	3,100 00
CG02	GVA Grimley Limited	PO Box 8790, Birmingham, B1 2JJ	17,893 92
CH00	H M Revenue & Customs - VAT	National Insolvency Unit, 5th Floor Regian House, Liverpool, L74 1AD	11,975 08
CH01	Hays	Hays House, St George's Square, New Malden, Surrey, KT3 4JQ	684 89
CH02	HCVF Television	Wells Street Studios, 33 Wells Street, Inverness, IV3 5JU	740 00

Signature

Refresh Recovery Limited
Global Management Services Europe Limited
B - Company Creditors

Key	Name	Address	£
CH03	Herald Times Group	6 Hall Ings, Bradford, Yorkshire, BD1 1JR	624 00
CH04	Hilton Maidstone	Bearsted Road, Maidstone, Kent, ME14 5AA	284 15
CH05	Hudson Global Resources Limited	130 St Vincent Street, Glasgow, G2 1TD	7,152 00
CH06	Haircloth W & F Co Limited	Europa House, Barcroft Street, Bury, Greater Manchester, BL9 5BT	7,327 48
CH07	HXRUK 3 (Pure Offices) Limited	c/o Glidferm Property Management, St Catherines House, Oxford Square, Oxford Street, Newbury, Berkshire, RG14 1JQ	1,031 88
CH08	Paul Hughes		652 50
CI00	HM Revenue & Customs - PAYE & NIC	Insolvency & Securities, 3rd Floor, Euston Tower, 286 Euston Road, London NW1 3UQ	75,738 64
CI01	Incentive Media Limited	Suite 242 Baltic Chambers, 50 Wellington Street, Glasgow, G2 6HJ	6,000 00
CI02	Information Technology Clear Limited	Technology House, The Bradshaws, Holyhead Road, Codsall, Staffordshire, WV8 2HU	1,173 00
CJ00	Jacksons Dairies Limited	Torkington Hall Dairy, Norbury Hollow Road, Hazel Grove, Stockport, SK7 6NE	127 20
CJ01	Jason Brereton	3 Mill Farm Close, Warrington, Cheshire, M33 3AB	480 00
CJ02	JCS Cleaning	13 Hope Road, Sale, Cheshire, M33 3AB	5,965 82
CJ03	JKB	Kinnoull House, Riverview Business Park, Friarton Road, Perth, PH2 8DG	665 35
CJ04	Jones Lang LaSalle	22 Hanover Square, London, W1A 2BN	7,663 91
CJ05	JWR Coachworks	Ninian Road, Brownsburn Industrial Estate, Airdrie, Lanarkshire, ML6 9SE	551 16
CK00	Keep Leyland Clean	Leyland, Preston, PR25 2DL	381 54
CK01	Keyways	Keyways House, 329-333 Hale Road, Hale Barns, Altrincham, WA15 8SS	84 00
CK02	Kinpac Limited	36 Middlesex Street, Kinning Park, Glasgow, G41 1EA	9,548 00
CK03	Kvaala Limited	Mansion House, Manchester Road, Altrincham, Cheshire, WA14 4RW	3,000 00
CL00	Land Law LLP	10-14 Market Street, Altricham, Cheshire, WA14 1QB	4,343 94
CL01	Liverpool City Council	PO Box 981, Municipal Buildings, Dale Street, Liverpool, L69 1JB	30 00
CL02	Lloyds	Dominions House, 64 High Street, Burnham, Bucks, SL1 7JT	43 60
CL03	Lyreco UK Limited	c/o Smith Partnership Solicitors, Celtic House, Heritage Gate, Friary Street, Derby, DE1 1LS	5,457 45
CL04	London Borough of Enfield	C/o BDO LLP, 55 Baker Street, London, W1U 7EU	0 00
CM00	Manchester City Council	Revenues and Benefits Unit, Business Rates Services, PO Box 466, Manchester, M16 6AT	33,385 88
CM01	Manor Communications Limited	The Old Stables, 97a Main Road, Goostrey, Cheshire, CW4 8PD	1,664 40
CM02	Matrust Limited	Benarth Hall, Benarth Road, Conwy, LL32 8UB	1,089 44

Signature _____

Refresh Recovery Limited
Global Management Services Europe Limited
B - Company Creditors

Key	Name	Address	£
CM03	Masterford Estates Limited	Epsilon House, Masterford Office Village, West Road, Ransomes Europark, Ipswich, IP3 9FJ	1,199 88
CM04	Maximillion Events Limited	Newbridge Industrial Estate, Newbridge, Edinburgh, EH2 2YB	3,373 32
CM05	Milton Keynes Council	453 Midsummer Boulevard, Central Milton Keynes, Milton Keynes, Buckinghamshire, MK9 4AA	4,728 00
CM06	Gary McVey		1,091 99
CN00	Newcastle Marriott	Gosforth Park, Newcastle Upon Tyne, NE3 5HN	315 00
CN01	Newsquest	The Academy, 138 Bridge Street, Warrington, Cheshire, WA1 2RU	472 00
CN02	Nuovetec Limited	1 Glenville Avenue, Glasgow, Scotland, G46 7AH	20,465 23
CO00	Ozon Solicitors Limited	The Lexicon, 10-12 Mount Street, Manchester, M2 5NT	17,446 80
CP00	The Pension Protection Fund	Knollys House, 17 Addiscombe Road, Croydon, Surrey, CR0 6SR	0 00
CP01	Paragon CPS	2 Wyvern Avenue, Greg Street, Reddish, Stockport, Cheshire, SK5 7DD	344 16
CP02	Peterborough Council	Town Hall, Bridge Street, Peterborough, PE1 1HQ	1,740 00
CP03	Peter Colby Commercial Limited	c/o Grant Thornton UK LLP, Kingfisher House 1, Gilders Way, St Jame's Place, Norwich, Norfolk, NR3 1UB	3,763 48
CP04	Portal Business Centres	Dallam Court, Dallam Lane, Warrington, WA2 7LT	3,158 97
CP05	Printerland Co UK	6 Edward Court, Altrincham Business Park, Altrincham, Cheshire, WA14 5GL	636 12
CQ00	QBS Software Limited	7 Wharfside, Rosemont Road, Wembley, HA0 4QB	444 37
CR00	Radisson Hotel	140 Bath Road, Harlington, Hayes, Middlesex, UB3 5AW	105 00
CR01	R & A Office Environments Limited	Unit 13 park 17, Moss Lane Industrial Estate, Whitefield, Manchester, M45 8FJ	1,725 00
CR02	R D S Pilcher	The Old Rectory, Bilbrough, York, YO23 3PH	750 00
CR03	Regus Management (UK) Limited	PO Box 426, Belfast, BT1 3YD	3,519 74
CR04	Reiff & Co	Lower Ground Floor, 36 Manchester Street, London, W1U 7LH	3,925 78
CR05	Riversway IT	The Old Bank, 4 Hoole Lane Banks, Southport, PR9 8BD	7,581 17
CS00	Sage (UK) Limited	North Park, Newcastle Upon Tyne, M90 4AB	1,340 47
CS01	Scottish Hydro Electric	PO Box 17, Havant, PO9 5DD	241 39
CS02	Simple	Warrington Business Park, Long Lane, Warrington, Cheshire, WA2 8TX	877 12
CS03	Simitor Limited	Warwick Business Centre, Carlisle, Cumbria, CA4 8RR	2,622 11
CS04	Sonic Internet Limited	Studio 2 The Watermark, 9-15 Ribbleson Lane, Preston, Lancashire, PR1 5EZ	144 00
CS05	South Business Catering	Unit 1 Lord Byron Square, Manchester, M50 2XH	60.19

Signature _____

Refresh Recovery Limited
Global Management Services Europe Limited
B - Company Creditors

Key	Name	Address	£
CS06	South Lanarkshire Council	Non Domestic Rates, David Dale House, 45 John Street, Blantyre, G72 0JG	8,437 50
CS07	Sphere Recruitment Limited	Brookly Chambers, Brooklyn Road, Cheadle, Cheshire, SK8 1BS	5,382 00
CS08	South Ribble Office Developments Limited	Centurion House, Centurion Way, Farington, Preston, PR25 3GR	11,108 66
CS09	Stirling Council	RTS	1,597 50
CS0A	Storeys Edwards Symmons	Higham House, New Bridge Street West, Newcastle Upon Tyne, NE1 8AU	19,422 64
CS0B	Max Stokes		65 04
CS0C	Solar Energy Savings Limited	C/o Mazars LLP, The Lexicon, Mount Street, Manchester, M2 5NT	0 00
CT00	The Barn Hotel	West End Road, Ruislip, Middlesex, HA4 6JB	552 82
CT01	The Bears Wood	Bradford Road, Winsford, Cheshire, CW7 2PD	114 43
CT02	The Comfort Hotel	52 Rowantree Road, Enfield, Middlesex, EN2 8PW	2 10
CT03	The Highland Council	Non Domestic Rates Team, Exchequer & Revenues Section, PO Box 5650, Inverness, IV3 5YX	1,771 00
CT04	The Property Partnership	51-67 Commercial Road, Southampton, SO15 1GG	11,565 01
CT05	Tavino Limited	Titan Business Centre, Cleckheaton, West Yorkshire, BD19 5DN	2,615 64
CT06	Thornton Hope	135 Buchanan Street, Glasgow, G1 2JA	345 87
CT07	T O M Airdrie Limited	Ninian Road, Brownsburn Industrial Estate, Airdrie, Lanarkshire, ML6 9SE	23,385 02
CU00	United Utilities Plc	Haweswater House, Lingley Mere Business Park, Lingley Green Avenue, Great Sankey, Warrington, WA5 3LP	459 57
CV00	Versus Law	Mercantile House, 10 Lapwing Lane, West Didsbury, Manchester, M20 2WS	250 00
CV01	Vodafone Limited	Scotscroft House, Towers Business Park, Wilmslow Road, Manchester, M20 2RY	15,264 67
CW00	Warrington Borough Council	Town Hall, Sankey Street, Warrington, WA1 1UH	1,024 00
CW01	Whittle Jones Chartered Surveyors	Lynton House, Ackhurst Park, Foxhole Road, Chorley, PR7 1NY	6,744 00
CW02	Willan Investments	2 Brooklands Road, Sale, Cheshire, M33 3SS	20,194 12
133 Entries Totalling			642,784.09

Signature _____

Refresh Recovery Limited
Global Management Services Europe Limited
C - Shareholders

Key	Name	Address	Pref	Ord	Other	Total
HM00	Mr Malcolm McCreavy	C/o Global House, Bailey Lane, Manchester Airport, Manchester, M90 4AB	0	50	0	50
HR00	Mr Stephen Rievaulx-Wilson	C/o Global House, Bailey Lane, Manchester Airport, Manchester, M90 4AB	0	50	0	50
2 Entries Totalling						100

Signature _____

**Global Management Services Europe Limited
(In Administration)**

ADMINISTRATOR'S RECEIPTS AND PAYMENTS ACCOUNT

	Statement of affairs £	From 26/09/2012 To 13/11/2012 £	From 26/09/2012 To 13/11/2012 £
RECEIPTS			
Furniture & Equipment	1,100 00	0 00	0 00
Book Debts	NIL	0 00	0 00
Cash at Bank	551 00	0 00	0 00
		<u>0 00</u>	<u>0 00</u>
PAYMENTS			
		<u>0 00</u>	<u>0 00</u>
BALANCE - 13 November 2012			<u><u>0 00</u></u>

Gordon Craig
Administrator

Refresh Recovery Limited

TIME & CHARGEOUT SUMMARIES (PRE)

Global Management Services Europe Limited

To 26 Sep 2012

HOURS							
Classification Of work Function	Partner	Manager	Other Senior Professional	Assistants & Support Staff	Total Hours	Time Cost £	Average Hourly Rate £
Other Specific	7 00	0 00	0 00	0 00	7 00	2,345 00	335 00
Administration & Planning	0 00	0 00	0 00	0 00	0 00	0 00	0 00
Investigations	0 00	0 00	0 00	0 00	0 00	0 00	0 00
Realisation of Assets	0 00	0 00	0 00	0 00	0 00	0 00	0 00
Trading	0 00	0 00	0 00	0 00	0 00	0 00	0 00
Creditors	0 00	0 00	0 00	0 00	0 00	0 00	0 00
Total Fees Claimed £	2,345 00	0 00	0 00	0 00		2,345 00	
Total Hours	7 00	0 00	0 00	0 00	7 00		
Average Rate	335 00	0 00	0 00	0 00			

Refresh Recovery Limited

TIME & CHARGEOUT SUMMARIES (POST)

Global Management Services Europe Limited

From 26 Sep 2012 to 19 Nov 2012

HOURS							
Classification Of work Function	Partner	Manager	Other Senior Professional	Assistants & Support Staff	Total Hours	Time Cost £	Average Hourly Rate £
Administration & Planning	0 00	0 00	4 90	2 70	7 60	1,152 00	151 58
Creditors	4 50	0 30	1 00	7 30	13 10	2,501 50	190 95
Other Specific	1 50	0 00	0 00	0 20	1 70	530 50	312 06
Investigations	0 00	0 00	0 00	0 00	0 00	0 00	0 00
Realisation of Assets	0 00	0 00	0 00	0 00	0 00	0 00	0 00
Trading	0 00	0 00	0 00	0 00	0 00	0 00	0 00
Total Fees Claimed £	2,010 00	84 00	1,062 00	1,028 00		4,184 00	
Total Hours	6 00	0 30	5 90	10 20	22 40		
Average Rate	335 00	280 00	180 00	100 78			

Rule 2.37

Creditor's request for a meeting

Name of Company

Global Management Services Europe Ltd Limited

Company number

07493387

In the
High Court Manchester

(full name of court)

Court case number
3121 OF 2012(a) Insert full name and
address of the creditor
making the request

I (a)

(b) Insert full name and
address of registered

request a meeting of the creditors of (b)

Global Management Services Europe Ltd Limited

office of the company

C/O Refresh Recovery Limited
West Lancashire Investment Centre
Maple View
White Moss Business Park
Skelmersdale
Lancs WN8 9TG

(c) Insert amount of claim

My claim in the administration is (c)

(d) Insert full name(s) and
address(es) of creditors
concurring with the
request (if any) and their
claims in the
administration if the
requesting creditor's
claim
is below the required 10%

(d)

concur with the above request, and I attach copies of their written confirmation of
concurrence(e) Insert details of the
purpose of the meeting

The purpose of the meeting is (e)

Signed

Dated

PROOF OF DEBT - GENERAL FORM

Global Management Services Europe Ltd In Administration (Company Number: 07493387)	
Date of Administration: 26 September 2012	
1	Name of Creditor (If a company please also give company registration number)
2	Address of Creditor for correspondence
3	Total amount of claim, including any Value Added Tax and outstanding uncapitalised interest as at the date the company went into Administration (see note) £
4	Details of any documents by reference to which the debt can be substantiated [Note there is no need to attach them now but the Administrator may call for any document or evidence to substantiate the claim at his discretion as may the chairman or convenor of any meeting]
5	If amount in 3 above includes outstanding uncapitalised interest please state amount £
6	Particulars of how and when debt incurred (If you need more space append a continuation sheet to this form)
7	Particulars of any security held, the value of the security, and the date it was given
8	Particulars of any reservation of title claimed in respect of goods supplied to which the claim relates
9	Signature of creditor or person authorised to act on his behalf
	Name in BLOCK LETTERS
	Position with or in relation to creditor
	Address of person signing (if different from 2 above)
Admitted to vote for	
Admitted for dividend for	
£	£
Date	Date
Liquidator	Liquidator

Rule 2.48

Notice of conduct of business by correspondence

Name of Company
Global Management Services Europe
Ltd

Company number
07493387

In the High Court of Justice
Chancery Division, Manchester District
Registry
(full name of court)

Court case number
3121 OF 2012

(a) Insert full name(s)
and address(es) of
administrator(s)

Notice is hereby given by (a)
Gordon Craig
Refresh Recovery Limited
West Lancashire Investment Centre
Maple View
White Moss Business Park
Skelmersdale WN8 9TG

(b) Insert full name and
address of registered
office of the company

to the creditors of (b) Global Management Services Europe Ltd
West Lancashire Investment Centre
Maple View
White Moss Business Park
Skelmersdale WN8 9TG

(c) Insert number of
resolutions enclosed

that, pursuant to paragraph 58 of Schedule B1 to the Insolvency Act 1986, enclosed is (c) **1**
resolution for your consideration Please indicate below whether you are in favour or
against the resolution

(d) Insert address to
which form is to be
delivered

This form must be received at (d)
Refresh Recovery Limited, West Lancashire Investment Centre, Maple View White Moss
Business Park, Skelmersdale, Lancs, WN8 9TG

(e) Insert closing date

by 12 00 hours on (e) **7 December 2012** in order to be counted It must be accompanied by
details in writing of your claim Failure to do so will lead to your vote(s) being disregarded

Repeat as necessary for
the number of resolutions
attached

Resolution

1 Under Rule 2.67A of the Insolvency (Amendment) Rules 2010 and in the absence of a Creditors' Committee, the unpaid pre-administration costs as detailed in the Administrator's proposals be approved I am *in Favour / Against

2. Under Rule 2.106 of the Insolvency (Amendment) Rules 2010 and in the absences of a Creditors' Committee, the remuneration of the Administrator be fixed in reference to time properly spent by him and his staff in attending to matters arising from the Administration I am *in Favour / Against

3. In accordance with Statement of Insolvency Practice No 9, issued by the Association of Business Recovery Professionals, the Administrator be authorised to draw Category 2 disbursements in accordance with his firm's published tariff **I am *in Favour / Against**
- 4 The Administrator will be discharged from liability under Paragraph 98 of Schedule B1 to the Insolvency Act 1986 immediately upon his appointment as Administrator ceasing to have effect **I am *in Favour / Against**

*Delete as appropriate

TO BE COMPLETED BY CREDITOR WHEN RETURNING FORM

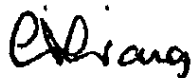
Name of creditor

Signature of creditor

(If signing on behalf of creditor, state capacity e.g. director/solicitor)

If you require any further details or clarification prior to returning your votes, please contact me/us at the address above

Signed



Administrator

Dated

REFRESH RECOVERY LIMITED'S FEE AND EXPENSES

1. TIME COST AND CHARGES OUT RATES

The expected work involved in this assignment will mainly relate to the realisation of the assets, investigation into the Company's affairs (including the submission of reports on the conduct of the directors to the Department of Business, Innovation and Skills), assisting the employees to submit their claims to the Redundancy Fund, dealing with agreement of creditors' claims and complying with various statutory obligations including annual and final progress reports to Companies House and the members and creditors

The current charge out rates for this Firm is as follows -

Grade of Staff	(£ per hour)
Insolvency Practitioner/Partner	335
Senior Manager	280
Manager	250
Case Supervisor	180
Senior Case Administrator	140
Case Administrator	100

All charge out rates are subject to periodic review. Any material amendments to charge out rates shall be advised to Creditors (or the Creditors' Committee, if appropriate) in subsequent statutory reports. Time spent by support staff for carrying out shorter tasks, such as typing or dealing with post, is not charged to cases but is carried out as an overhead. Only where a significant amount of time is spent at one time on a case is a charge made for support staff. Time is recorded in units of 0.10 of an hour (i.e. 6 minute units).

A creditors' guide to Liquidators fees is attached. A full copy of this guide can be downloaded from the following site -

[www.r3.org.uk/media/documents/.../Guide to Liquidators Fees.pdf](http://www.r3.org.uk/media/documents/.../Guide%20to%20Liquidators%20Fees.pdf)

2. EXPENSES & DISBURSEMENT COSTS

Where the Insolvency Practitioner in the firm acts as office-holder of an insolvent estate, the firm will seek to re-charge these costs (plus VAT where applicable). In such cases to comply with Statement of Insolvency Practice 9 (SIP9), the standard disbursement cost and expense re-charge calculations will be based upon the firm's standard policy which is as follows

Category 1 Disbursements

These costs will include, among other -

Statutory Advertising	As per advertisers/agents invoice
Statutory Bonding	Charged at cost
Postal Redirection	Charged at cost

Courier.	Charged at cost
Postage	First class postal charges based on the weight of the circular.
Storage	Pro rata per number of boxes per storage charge invoice. An external storage provider provides this facility to the firm. Current charges are £2.50 for the box and £4.25 per box per annum for the storage.
Room Hire.	No charge is made for meeting within the firm's office but charges made by others (including charges by the Landlord for rooms at West Lancashire Investment Centre) are charged at cost.
Land Registry Searches.	As per Land Registry invoice
Companies House Search	As per Companies House invoice
Travel.	Charged at costs for public transport, taxis and car parking

Category 2 Disbursements

This relates to expenditure which may be directly related to the insolvent estate, or where the costs are apportioned or allocated over a number of such cases and estimates are used in the calculation. Such disbursements require creditor approval.

Photocopier/Paper	£0.15 per sheet – irrespective of size. Based on average costs of machine consumables (toner cartridges, maintenance etc) and paper.	
Fax	£0.60 per page sent. Based on the average costs involved in the use of fax machine consumables (toner cartridges, maintenance etc) and line costs.	
Stationery.	Lever arch files	£3.63 each
	A-Z dividers	£2.69 each
	Multi punched pockets	£0.03 each
	C5 window envelopes	£0.04 each
	C4 (A4 unfolded) window envelopes	£0.08 each
Travel.	45p per mile which is the cost reimbursed to staff	
Telephone	Conference and international calls are charged at cost	

All the above costs are subject to periodic review. Any material amendments to costs shall be advised to Creditors (or the Creditors' Committee, if appropriate) in subsequent statutory reports.