

LIQ03

Notice of progress report in voluntary winding up



Companies House

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

1 Company details

Company number 0 7 6 5 1 1 5 4

Company name in full Sussex Pub Management Limited

→ Filling in this form

Please complete in typescript or in
bold black capitals.

2 Liquidator's name

Full forename(s) David

Surname Oprey

3 Liquidator's address

Building name/number 2/3 Pavilion Buildings

Street Brighton

Post town East Sussex

County/Region

Postcode B N 1 1 E E

Country

4 Liquidator's name ①

Full forename(s) Richard

Surname Toone

① Other liquidator

Use this section to tell us about
another liquidator.

5 Liquidator's address ②

Building name/number 31st Floor

Street 40 Bank Street

Post town London

County/Region

Postcode E 1 4 5 N R

Country

② Other liquidator

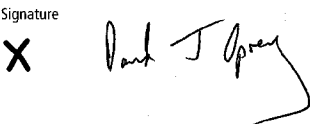
Use this section to tell us about
another liquidator.

LIQ03

Notice of progress report in voluntary winding up

6	Period of progress report											
From date	^d 0	^d 4	^m 0	^m 6	^y 2	^y 0	^y 2	^y 0				
To date	^d 0	^d 3	^m 0	^m 6	^y 2	^y 0	^y 2	^y 1				

7	Progress report											
<input checked="" type="checkbox"/> The progress report is attached												

8	Sign and date											
Liquidator's signature	Signature 								X			
Signature date	^d 2	^d 7	^m 0	^m 7	^y 2	^y 0	^y 2	^y 1				

**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 **Kamel Gordon**

Company name **Begbies Traynor (Central) LLP**

Address **2/3 Pavilion Buildings**

Post town **Brighton**

County/Region **East Sussex**

Postcode **B N 1 1 E E**

Country

DX

Telephone **01273 322960**

**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

Sussex Pub Management Limited t/a The
Three Crowns Inn (**In Creditors'**
Voluntary Liquidation)

Progress report

Period: 4 June 2020 to 3 June 2021

Important Notice

This progress report has been produced solely to comply with our statutory duty to report to creditors and members of the Company on the progress of the liquidation. The report is private and confidential and may not be relied upon, referred to, reproduced or quoted from, in whole or in part, by creditors and members for any purpose other than this report to them, or by any other person for any purpose whatsoever.

Contents

- ❑ Interpretation
- ❑ Company information
- ❑ Details of appointment of liquidators
- ❑ Progress during the period
- ❑ Estimated outcome for creditors
- ❑ Remuneration and expenses
- ❑ Liquidators' expenses
- ❑ Assets that remain to be realised and work that remains to be done
- ❑ Other relevant information
- ❑ Creditors' rights
- ❑ Conclusion
- ❑ Appendices
 - 1. Liquidators' account of receipts and payments
 - 2. Liquidators' time costs and expenses
 - 3. Statement of Liquidators' expenses

1. INTERPRETATION

<u>Expression</u>	<u>Meaning</u>
"the Company"	Sussex Pub Management Limited/a The Three Crowns Inn (In Creditors' Voluntary Liquidation)
"the liquidation"	The appointment of liquidators on 4 June 2019.
"the liquidators", "we", "our" and "us"	David Oprey of Begbies Traynor (Central) LLP, 2/3 Pavilion Buildings, Brighton, East Sussex, BN1 1EE and Richard Toone of Begbies Traynor (London) LLP, 31st Floor, 40 Bank Street, London, E14 5NR
"the Act"	The Insolvency Act 1986 (as amended)
"the Rules"	The Insolvency (England and Wales) Rules 2016
"secured creditor" and "unsecured creditor"	Secured creditor, in relation to a company, means a creditor of the company who holds in respect of his debt a security over property of the company, and "unsecured creditor" is to be read accordingly (Section 248(1)(a) of the Act)
"security"	(i) In relation to England and Wales, any mortgage, charge, lien or other security (Section 248(1)(b)(i) of the Act); and (ii) In relation to Scotland, any security (whether heritable or moveable), any floating charge and any right of lien or preference and any right of retention (other than a right of compensation or set off) (Section 248(1)(b)(ii) of the Act)
"preferential creditor"	Any creditor of the Company whose claim is preferential within Sections 386, 387 and Schedule 6 to the Act

2. COMPANY INFORMATION

Trading name(s):	The Three Crowns Inn
Company registered number:	07651154
Company registered office:	2/3 Pavilion Buildings, Brighton, BN1 1EE
Former trading address:	The Three Crowns Inn, Billingshurst Road, Wisborough Green, West Sussex, RH14 0DX

3. DETAILS OF APPOINTMENT OF LIQUIDATORS

Date winding up commenced:	4 June 2019
Date of liquidators' appointment:	4 June 2019
Changes in liquidator (if any):	Richard Toone replaced Elias Paourou as Joint Liquidator by an Order of the Court dated 6 November 2019

4. PROGRESS DURING THE PERIOD

Receipts and Payments

Attached at Appendix 1 is our abstract of receipts and payments for the period from 4 June 2020 to 3 June 2021 together with a cumulative account since the commencement of the liquidation.

As at 3 June 2021, a total of £918.42 was held in the liquidation account. This account is held at Barclays Bank PLC, it is interest bearing and interest of £1.17 has been applied.

The bank account has been reconciled to the bank statements.

Assets

Cash at bank

As you may recall from my previous annual report, the Company held a bank account with HSBC Bank PLC.

Cash at bank of £1,017.00 was received and the bank account was subsequently closed.

No further realisations have been made in this regard.

Stock

The director intended to purchase the stock and payment of £1,000.00 has been requested from the director.

I have been advised by the director that due to Covid -19, his funds are limited, and he is currently unable to settle the balance. I am currently pursuing this matter and will report to creditors in due course.

Goodwill

As you may recall, the lease assignment could not be agreed and therefore the landlord forfeited the lease. As a result, no sale of the business or goodwill was made.

What work has been done in the period of this report, why was that work necessary and what has been the financial benefit (if any) to creditors?

Details of the types of work that generally fall into the headings mentioned below are available on our firm's website -

<http://www.begbies-traynorgroup.com/work-details>

Under the following headings we have explained the specific work that has been undertaken on this case. Not every piece of work has been described, but we have sought to give a proportionate overview which provides sufficient detail to allow creditors to understand what has been done, why it was necessary and what financial benefit (if any) the work has provided to creditors.

The costs incurred in relation to each heading are set out in the Time Costs Analysis which is attached at Appendix 2. There is an analysis for the period of the report and an analysis of time spent on the case since the date of our appointment. The details below relate to the work undertaken in the period of the report only. Our previous reports contain details of the work undertaken since our appointment.

General case administration and planning

The work undertaken in respect of general case administration and planning mainly consisted of the following:

- Discussions between the case manager and the lead partner in respect of ongoing case strategy.
- Detailed case reviews.
- Filing.
- Ensuring that the IP Record is up to date.
- Dealing with routine correspondence and emails relating to the case
- Reviewing the case file to ensure compliance.

This work is undertaken in order to comply with this firm's ongoing review requirements and do not directly result in a financial benefit to creditors.

Compliance with the Insolvency Act, Rules and best practice

Compliance with the Insolvency Act, Rules and best practice has mainly consisted of the following:

- Filing relevant documents with Companies House.
- Dealing with any payments and general banking.
- Reviewing the level of bonding.
- Reconciling case accounts.

It was necessary to do the above work in order to comply with the Insolvency Act, Rules and best practice and does not directly result in a financial benefit to creditors.

The Insolvency Act and Rules require IPs to produce reports to creditors, file information with the Registrar of Companies and ensure that the case is adequately bonded and does not directly result in a financial benefit to creditors.

Realisation of assets

- Corresponding with the Director
- Reviewing progress

This work has resulted in a financial benefit to creditors.

Dealing with all creditors' claims (including employees), correspondence and distributions

- Reviewing and replying to creditor correspondence, updating records accordingly.
- Preparation of decision notices, proxies/voting forms
- Collate and examine proofs and proxies/votes to establish decisions
- Responding to queries and questions following decisions
- Issuing notice of result of decision process
- Preparing our progress report and sending the same to creditors.
- Handling the correspondence related to our fee approval request.
- Copying and mailing out notices to creditors and members in relation to the progress report.

Other matters which includes seeking decisions from creditors (via Deemed Consent Procedure and/or Decision Procedures, tax, and pensions

- Relevant VAT & Tax returns were completed.
- Requesting decisions from creditors

This work has not resulted in any financial benefit to creditors.

5. ESTIMATED OUTCOME FOR CREDITORS

Irrespective of whether sufficient realisations are achieved to pay a dividend to creditors, the Joint Liquidators have had to carry out key tasks which are detailed in the attached appendices. The following sections explain the anticipated outcomes to creditors and any distributions paid.

Secured creditors

The Company has not granted any charges over its assets.

Preferential creditors

Employee claims

There were no preferential claims.

Prescribed Part for unsecured creditors pursuant to Section 176A of the Act

Section 176A of the Act provides that, where the company has created a floating charge on or after 15 September 2003, the liquidator must make a prescribed part of the Company's net property available for the unsecured creditors and not distribute it to the floating charge holder except in so far as it exceeds the amount required for the satisfaction of unsecured debts. Net property means the amount which would, were it not for this provision, be available to floating charge holders out of floating charge assets (i.e. after accounting for preferential debts and the costs of realising the floating charge assets).

To the best of our knowledge and belief, there are no unsatisfied floating charges created or registered on or after 15 September 2003 and, consequently, there is no net property as defined in Section 176A(6) of the Act and, therefore, no prescribed part of net property is available for distribution to the unsecured creditors.

Unsecured creditors

HM Revenue & Customs was shown to be owed £79,723 and I am awaiting their claim.

The trade and expense creditors as per the statement of affairs totalled £638,391. Please be advised that proofs of debt are still being received and therefore the total value of unsecured claims is not known at present.

Based upon realisations to date and estimated future realisations, it is anticipated that there will be insufficient funds available to enable a dividend to be paid to the unsecured creditors.

6. REMUNERATION & EXPENSES

Remuneration

Pre-Appointment Costs

Fixed fee agreed with the Directors and ratified by members and creditors

The creditors authorised the fee of £7,000 plus VAT and disbursements for assisting the directors in placing the Company into liquidation and with preparing the Statement of Affairs on 24 July 2019.

The fee for assisting with the Statement of Affairs and placing the company into liquidation has not yet been paid.

Time Costs Analysis

My time costs for the period 4 June 2020 to 3 June 2021 amount to £5,461.50 which represents 22.80 hours at an average rate of £239.54 per hour.

Total time spent to date on this assignment amounts to 125.40 hours at an average composite rate of £194.55 per hour resulting in total time costs to date of £24,396.00.

The Time Costs Analysis for the period of this report attached at Appendix 2 shows the time spent by each grade of staff on the different types of work involved in the case, and gives the total costs and average hourly rate charged for each work type. An additional analysis is also attached which details the time costs for the entire period for which we have administered the liquidation

Given the anticipated value of realisations, creditors have not been asked to approve payment of any post appointment fees at this stage.

It should be noted that, following the integration of CVR Global LLP into Begbies Traynor LLP, the reporting system used in previous reports is no longer in operation and that the information is now portrayed differently in the system used by Begbies Traynor LLP. A detailed breakdown and comparison of time costs is also included at Appendix 3 detailing the increases in time and costs in individual categories. Whilst a direct comparison of categories is not possible following the change in systems, so that creditors can see some consistency, the breakdown is in the same format as used in the last report to creditors. In order to do this the General case administration and Compliance categories have been amalgamated into Administration. There is also some overlap on statutory reporting requirements that may appear in both Administration and Creditor categories.

Expenses

Category 1 Expenses

To date, we have incurred expenses in the sum of £561.40. These are expenses that do not require approval by creditors, unlike those contained in the Charging Policy at Appendix 2.

Category 2 Disbursements

To date, we have not incurred any category 2 disbursements. These are disbursements that do require approval by creditors.

If you wish to know more about how creditors should determine the liquidators' fees, 'A Creditors Guide to Liquidators' Fees (E&W) 2021' which provides guidance on creditors' rights can be obtained online at www.begbies-traynor.com/creditorsguides. Alternatively, if you require a hard copy of the Guide, please contact my office and we will arrange to send you a copy. In addition, the Association of Business Recovery Professionals (R3) has set up a website that contains a step-by-step guide designed to help creditors navigate their way through an insolvency process. You can access the website at the following address: <http://www.creditorinsolvencyguide.co.uk/>.

7. ASSETS THAT REMAIN TO BE REALISED AND WORK THAT REMAINS TO BE DONE

What work remains to be done, why is this necessary and what financial benefit (if any) will it provide to creditors?

General case administration and planning

- Completing internal case reviews;
- Filing;
- Finalising the case file and ensuring that the IP Records is up to date. Reviewing the case files to ensure compliance before closure;
- Close case account.

Compliance with the Insolvency Act, Rules and best practice

- Preparing this report and filing related documents;
- Preparing any further annual reports that may fall due;
- Preparing the final report and related documents;
- Reviewing the level of bonding.

Realisation of assets

- Corresponding with the Director regarding payment for stock
- Review and monitoring payments
- Reviewing progress

Dealing with all *creditors' claims* (including employees), correspondence and distributions

- Reviewing and replying to creditor correspondence, updating records accordingly.

Other matters which includes seeking decisions from creditors (via Deemed Consent Procedure and/or Decision Procedures, tax, litigation, pensions and travel

- Filing relevant VAT & Tax returns and seeking clearance from HMRC

8. OTHER RELEVANT INFORMATION

Connected party transactions

We have not been made aware of any sales of the Company's assets to connected parties.

Use of personal information

Please note that in the course of discharging our statutory duties as liquidators, we may need to access and use personal data, being information from which a living person can be identified. Where this is necessary, we are required to comply with data protection legislation. If you are an individual and you would like further information about your rights in relation to our use of your personal data, you can access the same at <https://www.begbies-traynorgroup.com/privacy-notice>. If you require a hard copy of the information, please do not hesitate to contact us.

9. CREDITORS' RIGHTS

Right to request further information

Pursuant to Rule 18.9 of the Rules, 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, including that creditor, (or an unsecured creditor with less than 5% in value of the unsecured creditors, but with the permission of the court) may request in writing that we provide further information about our remuneration or expenses which have been incurred during the period of this progress report.

Right to make an application to court

Pursuant to Rule 18.34 of the Rules, any secured creditor or any unsecured creditor with the concurrence of at least 10% in value of the unsecured creditors including that creditor, (or any unsecured creditors with less than 10% in value of the unsecured creditors, but with the permission of the court) may, within 8 weeks of receipt of this progress report, make an application to court on the grounds that the remuneration charged or the expenses incurred during the period of this progress report are excessive or, the basis fixed for our remuneration is inappropriate.

10. CONCLUSION

We will report again in approximately twelve months or at the conclusion of the liquidation, whichever is the sooner.

D J OPREY
Joint Liquidator

Dated: 27 July 2021

ACCOUNT OF RECEIPTS AND PAYMENTS

Receipts and Payments Account for the Review Period (4 June 2020 to 3 June 2021)

RECEIPTS	Statement of Affairs (£)	From 04/06/2019 To 03/06/2020 (£)	From 04/06/2020 To 03/06/2021 (£)	Total (£)
Cash at Bank	489.20	1,017.05	0.00	1,017.05
Bank Interest Gross		0.75	0.42	1.17
Miscellaneous Refund		70.44	0.00	70.44
		<u>1,088.24</u>	<u>0.42</u>	<u>1,088.66</u>
PAYMENTS				
Insurance of Assets		170.24	0.00	170.24
		170.24	0.00	170.24
Net Receipts/(Payments)		<u>918.00</u>	<u>0.42</u>	<u>918.42</u>
MADE UP AS FOLLOWS				
Interest Bearing Bank Account		918.00	0.42	918.42
		<u>918.00</u>	<u>0.42</u>	<u>918.42</u>

COSTS AND EXPENSES

- a. Begbies Traynor (Central) LLP's charging policy;
- b. Time Costs Analysis for the period from 4 June 2020 to 3 June 2021 and cumulative for the period from 4 June 2019 to 3 June 2021.
- c. Cumulative statement of expenses

BEGBIES TRAYNOR CHARGING POLICY

INTRODUCTION

This note applies where a licensed insolvency practitioner in the firm is acting as an office holder of an insolvent estate and seeks creditor approval to draw remuneration on the basis of the time properly spent in dealing with the case. It also applies where further information is to be provided to creditors regarding the office holder's fees following the passing of a resolution for the office holder to be remunerated on a time cost basis. Best practice guidance¹ requires that such information should be disclosed to those who are responsible for approving remuneration.

In addition, this note applies where creditor approval is sought to make a separate charge by way of expenses or disbursements to recover the cost of facilities provided by the firm. It also applies where payments are to be made to parties other than the firm, but in relation to which the office holder, the firm or any associate has an interest. Best practice guidance² indicates that such charges should be disclosed to those who are responsible for approving the office holder's remuneration, together with an explanation of how those charges are calculated.

OFFICE HOLDER'S FEES IN RESPECT OF THE ADMINISTRATION OF INSOLVENT ESTATES

The office holder has overall responsibility for the administration of the estate. He/she will delegate tasks to members of staff. Such delegation assists the office holder as it allows him/her to deal with the more complex aspects of the case and ensures that work is being carried out at the appropriate level. There are various levels of staff that are employed by the office holder and these appear below.

The firm operates a time recording system which allows staff working on the case along with the office holder to allocate their time to the case. The time is recorded at the individual's hourly rate in force at that time which is detailed below.

EXPENSES INCURRED BY OFFICE HOLDERS IN RESPECT OF THE ADMINISTRATION OF INSOLVENT ESTATES

Best practice guidance classifies expenses into two broad categories:

- ❑ Category 1 disbursements (approval not required) - specific expenditure that is directly related to the case and referable to an independent external supplier's invoice. All such items are charged to the case as they are incurred.
- ❑ Category 2 disbursements (approval required) - items of expenditure that are directly related to the case which include an element of shared or allocated cost and are based on a reasonable method of calculation, but which are not payable to an independent third party.

(A) The following items of expenditure are charged to the case (subject to approval):

- Internal meeting room usage for the purpose of physical meetings of creditors is charged at the rate of £100 per meeting;
- Car mileage is charged at the rate of 45 pence per mile;

(B) The following items of expenditure will normally be treated as general office overheads and will not be charged to the case although a charge may be made where the precise cost to the case can be determined because the item satisfies the test of a Category 1 disbursement:

- Telephone and facsimile
- Printing and photocopying
- Stationery

¹ Statement of Insolvency Practice 9 (SIP 9) – Remuneration of insolvency office holders in England & Wales

² Ibid 1

BEGBIES TRAYNOR CHARGE-OUT RATES

Begbies Traynor is a national firm. The rates charged by the various grades of staff that may work on a case are set nationally but vary to suit local market conditions. The rates applying to the Brighton office as at the date of this report are as follows:

Grade of staff	Charge-out rate (£ per hour)
	1 December 2018 – until further notice
Partner	495
Director	445
Senior Manager	395
Manager	345
Assistant Manager	250
Senior Administrator	225
Administrator	175
Junior Administrator	140
Support	140

Time spent by support staff such as secretarial, administrative and cashiering staff is charged directly to cases. It is not carried as an overhead.

Time is recorded in 6 minute units.

Time Costs Analysis for the period from 4 June 2020 to 3 June 2021 and cumulative for the period from 4 June 2019 to 3 June 2021

	Time costs incurred during the Review Period			Total time costs incurred since appointment		
Work category	Number of hours	Average hourly rate £ per hour	Total time costs £	Number of hours	Average hourly rate £ per hour	Total time costs £
General Case Administration and Planning	10.40	188.17	1,957.00	53.50	153.72	8,224.00
Compliance with the Insolvency Act, Rules and best practice	11.70	281.58	3,294.50	21.30	240.31	5,118.50
Investigations	-	-	-	19.90	184.92	3,680.00
Realisation of assets	-	-	-	9.90	319.70	3,165.00
Trading	-	-	-	0.60	105.00	63.00
Dealing with all creditors claims (including employees), correspondence and distributions	0.40	300.00	120.00	19.70	202.82	3,995.50
Other matters which includes meetings, tax, litigation, pensions and travel	0.30	300.00	90.00	0.50	300.00	150.00
Total Hours	22.80	239.54	5,461.50	125.40	194.55	24,396.00

CUMULATIVE STATEMENT OF EXPENSES

Type of expense	Name of party with whom expense incurred	Amount incurred in review period	Actual expenses incurred to date
		£	£
Bond	JLT Specialty Limited/Marsh	NIL	28.00
Statutory Advertising	Courts Advertising Limited	NIL	160.40
Electronic Filing Fee	Insolvency Point	NIL	12.00
Postage	CVR Global LLP/Royal Mail	NIL	190.76
Insurance of Assets	JLT Specialty Limited/Marsh	NIL	170.24
TOTAL		NIL	561.40