

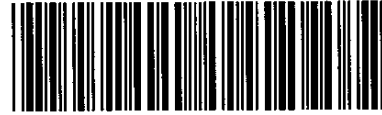
LIQ03

Notice of progress report in voluntary winding up



Companies House

SATURDAY



A15 *A7JWDNFE* #132
01/12/2018
COMPANIES HOUSE

ise
se

1 Company details

Company number 0 7 8 6 4 9 5 7
Company name in full Barlestone Tandoori Limited
t/as Kismat Indian Restaurant

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

2 Liquidator's name

Full forename(s) Tauseef
Surname Rashid

3 Liquidator's address

Building name/number Kingsland Business Recovery
Street 14 Derby Road
Post town Stapleford
County/Region Nottingham
Postcode N G 9 7 A A
Country

4 Liquidator's name ①

Full forename(s)
Surname

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

5 Liquidator's address ②

Building name/number
Street
Post town
County/Region
Postcode
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 6	^m 1	^m 1	^y 2	^y 0	^y 1	^y 7
To date	^d 0	^d 5	^m 1	^m 1	^y 2	^y 0	^y 1	^y 8

7 Progress report

☒ The progress report is attached

8 Sign and date

Liquidator's signature

Signature

X

[Handwritten signature]

X

Signature date

^d 3	^d 0	^m 1	^m 1	^y 2	^y 0	^y 1	^y 8
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LIQ03

Notice of progress report in voluntary winding up



Presenter information

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

Contact name	Haseeb Butt
Company name	Kingsland Business Recovery
Address	14 Derby Road
	Stapleford
Post town	Nottingham
County/Region	Nottinghamshire
Postcode	N G 9 7 A A
Country	
DX	
Telephone	0800 955 3595



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

**Barlestone Tandoori Limited t/as Kismat Indian Restaurant
(In Liquidation)
Liquidator's Summary of Receipts & Payments**

Statement of Affairs		From 06/11/2017 To 05/11/2018	From 06/11/2017 To 05/11/2018
£		£	£
	UNSECURED CREDITORS		
(33,579.65)	Trade & Expense Creditors	NIL	NIL
(2,300.00)	Director's Loan Account	NIL	NIL
(2,500.00)	Barclays Bank Plc	NIL	NIL
(5,194.88)	HM Revenue & Customs	NIL	NIL
		<hr/>	<hr/>
		NIL	NIL
	DISTRIBUTIONS		
(100.00)	Ordinary Shareholders	NIL	NIL
		<hr/>	<hr/>
		NIL	NIL
		<hr/>	<hr/>
(43,674.53)		NIL	NIL
	REPRESENTED BY	<hr/> <hr/>	<hr/> <hr/>
			NIL
			<hr/> <hr/>
			
			Tauseef Rashid Liquidator

Privacy Notice

The following information is provided to comply with the requirements of the General Data Protection Regulation.

This privacy statement describes why and how we collect and use personal data and provides information about individuals' rights. It applies to personal data provided to us, both by individuals themselves or by others. We may use personal data provided to us for any of the purposes described in this privacy statement or as otherwise stated at the point of collection.

Identity and contact details of the controller and where applicable, the controller's representative and the data protection officer	<p>Where an insolvency practitioner of Kingsland Business Recovery is not appointed as office holder, the data controller is either the company/individual on whose instructions Kingsland Business Recovery is acting.</p> <p>The contact details of Kingsland Business Recovery are: 14 Derby Road Stapleford Nottingham NG9 7AA 0800 955 35 95.</p> <p>Where an insolvency practitioner of Kingsland Business Recovery is appointed as office holder and the data processing is carried out as part of their statutory duties, the office holder(s) is/are the data controllers. The insolvency practitioner can be contacted, as detailed above.</p>
How we use your personal information	<p>The purpose for which personal information is processed may include any or all of the following:</p> <ul style="list-style-type: none"> • deliver services and meet legal responsibilities • verify identity where this is required • communication by post, email or telephone • understand needs and how they may be met • maintain records • process financial transactions • prevent and detect crime, fraud or corruption • may also need to use data to defend or take legal actions related to the above
Lawful basis for the processing	<p>Most processing is carried out to comply with our legal obligations under statute and other regulatory obligations related to the insolvency process. We also believe our processing is for the legitimate interests of all stakeholders in the insolvency process, as they are entitled to be kept informed and may wish to engagement in the insolvency process. Where Kingsland Business Recovery has engaged with a client to perform a service, we will be required to process data to provide the service in accordance with the contractual terms.</p>
What personal information we hold	<p>The categories are: contact details, financial information and location.</p> <p>In rare cases, we may hold some special category data, e.g. trade union membership or information about individuals' health, which we will be necessary to administer the insolvency process in line with our legal obligation.</p>
Who we share our data with	<p>[if applicable] Our firm may have offices outside of the UK and the European Union ("EU"). We may also use third parties located in other countries to help us run our business. As a result, personal data may be transferred outside the countries where we and our clients are located. This includes countries outside the EU and countries that do not have laws that provide specific protection for personal data. We have taken steps to ensure all personal data is provided with adequate protection and that all transfers of personal data outside the EU are done lawfully. Where we transfer personal data outside of the EU to a country not determined by the European Commission as providing an adequate level of protection for personal data, the transfers will be under an agreement which covers the EU requirements for the transfer of personal data outside the EU.</p> <p>Personal data held by us may be transferred to:</p> <p>Third party organisations that provide applications/functionality, data processing or IT services to us We use third parties to support us in providing our services and to help provide, run and manage our internal IT systems. For example, providers of information technology, cloud based software as a service providers, identity management, website hosting and management, data analysis, data back-up, security and storage services. The servers powering and facilitating that cloud infrastructure are located in secure data centres around the world, and personal data may be stored in any one of them.</p> <p>Third party organisations that otherwise assist us in providing goods, services or information</p> <p>Auditors and other professional advisers</p> <p>Law enforcement or other government and regulatory agencies or to other third parties as required by, and in accordance with, applicable law or regulation</p>

	Occasionally, we may receive requests from third parties with authority to obtain disclosure of personal data, such as to check that we are complying with applicable law and regulation, to investigate an alleged crime, to establish, exercise or defend legal rights. We will only fulfil requests for personal data where we are permitted to do so in accordance with applicable law or regulation.
How long we retain your personal information	We retain personal data for as long as is necessary to achieve the purpose listed above and for any other permissible related purpose. For example, we retain most records until the time limit for claims arising from the activities has expired or otherwise to comply with statutory or regulatory requirements regarding the retention of such records.
Your rights	<p>The GDPR provides the following rights for individuals:</p> <p>Right to inform <i>This privacy notice meets our requirement to inform you of our processing of your data.</i></p> <p>Access to personal data You have a right of access to personal data held by us as a data controller. This right may be exercised by contacting us [insert contact information]. We will aim to respond to any requests for information promptly, and in any event within one month.</p> <p>Amendment of personal data To update personal data submitted to us, you may email us at [insert address] or, where appropriate, contact us via the relevant website registration page or by amending the personal details held on relevant applications with which you registered.</p> <p>Rights that do not apply in these particular circumstances Not all of the rights under the GDPR are available as one of the reasons we are holding your data is on the basis of it being a legal obligation and therefore the right to erasure, data portability and to object do not apply.</p>
Right to withdraw consent	The data received was not based upon obtaining consent and therefore the right to withdraw consent does not apply.
Changes to our privacy statement	We keep this privacy statement under regular review and will place any updates on our website. Paper copies of the privacy statement may also be obtained by writing to us at Kingsland Business Recovery 14 Derby Road Stapleford Nottingham NG9 7AA 0800 955 35 95.
Complaints	<p>Should you want to complain about our use of personal data, please contact us [insert contact information].</p> <p>You also have the right to lodge a complaint with the Information Commissioner's Office ("ICO") (the UK data protection regulator). For further information on your rights and how to complain to the ICO, please refer to the ICO website.</p>
Who provided the personal data	The personal data we have used to contact you was provided by the company/individual (or persons acting on their behalf) on whose instructions we are acting or in relation to which our insolvency practitioner has been appointed. We also access information from the Registrar of Companies and other similar public-access data providers.

NOTICE OF NO DIVIDEND

Company Name: Barlestone Tandoori Limited/as Kismat Indian Restaurant (In Liquidation)
("the Company")

Company Number: 07864957

This Notice is given under Rule 14.36 of the Insolvency (England & Wales) Rules 2016 ("the Rules"). It is delivered by the Liquidator of the Company, Tauseef Ahmed Rashid, of Kingsland Business Recovery, 14 Derby Road, Stapleford, Nottingham, NG9 7AA (Telephone no: 0800 955 3595), who was appointed by the members and creditors.

The Liquidator gives notice confirming that no dividend will be declared in the Liquidation of the Company.

No funds have been realised.

Signed: _____

Tauseef A Rashid
Liquidator

Dated: _____

31/11/18

NOTICE THAT THE COMPANY'S AFFAIRS ARE FULLY WOUND UP

Company Name: Barlestone Tandoori Limited t/as Kismat Indian Restaurant (In Liquidation)
("the Company")

Company Number: 07864957

This Notice is given under Rule 6.28 of the Insolvency (England & Wales) Rules 2016 ("the Rules"). It is delivered by the Liquidator of the Company, Tauseef Ahmed Rashid, of Kingsland Business recovery, 14 Derby Road, Stapleford, Nottingham, NG9 7AA (Telephone no: 0800 955 3595), who was appointed by the members and creditors.

The Liquidator gives notice that the Company's affairs are fully wound up.

Creditors have the right:

- (i) to request information from the Liquidator under Rule 18.9 of the Rules;
- (ii) to challenge the Liquidator's remuneration and expenses under Rule 18.34 of the Rules; and
- (iii) to object to the release of the Liquidator by giving notice in writing below before the end of the prescribed period to:

Tauseef A Rashid
Kingsland Business Recovery
14 Derby Road
Stapleford
Nottingham
NG9 7AA

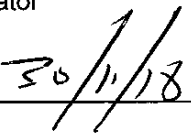
The prescribed period ends at the later of: (i) eight weeks after delivery of this notice, or (ii) if any request for information under Rule 18.9 of the Rules or any application to court under that Rule or Rule 18.34 of the Rules is made, when that request or application is finally determined.

The Liquidator will vacate office under Section 171 of the Insolvency Act 1986 ("the Act") on delivering to the Registrar of Companies the final account and notice saying whether any creditor has objected to release.

The Liquidator will be released under Section 173 of the Act at the same time as vacating office unless any of the Company's creditors objected to release.

Relevant extracts of the Rules referred to above are provided overleaf.

Signed: 
Tauseef A Rashid
Liquidator

Dated: 
30/11/18

**RELEVANT EXTRACTS OF RULES 18.9 AND 18.34 OF
THE INSOLVENCY (ENGLAND & WALES) RULES 2016**

Rule 18.9

- (1) The following may make a written request to the office-holder for further information about remuneration or expenses set out in a final report under rule 18.14:
- a secured creditor;
 - an unsecured creditor with the concurrence of at least 5% in value of the unsecured creditors (including the creditor in question); or
 - any unsecured creditor with the permission of the court.
- (2) A request or an application to the court for permission by such a person or persons must be made or filed with the court (as applicable) within 21 days of receipt of the report by the person, or by the last of them in the case of an application by more than one creditor.

Rule 18.34

- (1) This rule applies to an application in a winding-up made by a person mentioned in paragraph (2) on the grounds that:
- the remuneration charged by the office-holder is in all the circumstances excessive;
 - the basis fixed for the office-holder's remuneration under rules 18.16, 18.18, 18.19, 18.20 and 18.21 (as applicable) is inappropriate; or
 - the expenses incurred by the office-holder are in all the circumstances excessive.
- (2) The following may make such an application for one or more of the orders set out in rule 18.36 or 18.37 as applicable:
- a secured creditor; or
 - an unsecured creditor with either
 - (i) the concurrence of at least 10% in value of the unsecured creditors (including that creditor), or
 - (ii) the permission of the court.
- (3) The application by a creditor must be made no later than eight weeks after receipt by the applicant of the final report or account under rule 18.14 which first reports the charging of the remuneration or the incurring of the expenses in question.

ANNUAL ACCOUNT

BARLESTONE TANDOORI LIMITED
t/a

KISMAT INDIAN RESTAURANT

(IN CREDITORS' VOLUNTARY LIQUIDATION)

Content

- Executive Summary
- Administration and Planning
- Enquiries and Investigations
- Realisation of Assets
- Creditors
- Fees and Expenses
- Creditors' Rights
- EC Regulations
- Conclusion

Appendices

- Appendix I - Statutory Information
- Appendix II – Receipts and Payments account for the period 06 November 2017 to 05 November 2018 and date of appointment to closure
- Appendix III - Detailed list of work undertaken in the period
- Appendix IV - Time cost information for period 06 November 2017 to 05 November 2018 and date of appointment to closure
- Appendix V - Expenses summary for period cumulative & comparison with estimates

EXECUTIVE SUMMARY

A summary of key information in this report is detailed below.

Assets

Asset	Estimated to realise per Statement of Affairs	Realisations in year from 06 November 2017 to 05 November 2018	Realisations from date of appointment to closure
As per Statement of Affairs the Company had no realizable assets	-	-	-

Expense	Amount per fees and expenses estimates	Expense incurred in year from 06 November 2017 to 05 November 2018	Total expenses incurred from date of appointment to closure
Liquidator's fees	-	£4,104.00	£4,509.00
Solicitors' fees	-	-	-
Agents' fees	-	-	-
All other expenses	315.64	304.76	304.76

Dividend prospects

Creditor class	Distribution / dividend paid
Secured creditor	Not Applicable
Preferential creditors	Not Applicable
Unsecured creditors	Nil

Closure

There are no further matters in the liquidation to be progressed and the liquidation may now be concluded.

ADMINISTRATION AND PLANNING

Statutory information

Statutory information may be found at Appendix I.

The Liquidator is required to meet a considerable number of statutory and regulatory obligations. Whilst many of these tasks do not have a direct benefit in enhancing realisations for the insolvent estate, they assist in the efficient and compliant progressing of the administration of the case, which ensures that work is carried out to high professional standards. A detailed list of these tasks may be found in Appendix III.

Reporting

The Liquidator has met his statutory and regulatory duties to report to creditors, as listed below. In consideration of the need for transparency and engagement with creditors, care has been taken to ensure that reports and other communications with creditors have provided useful details of the strategies pursued and the outcomes anticipated.

During the Review Period, the following key documents have been issued:

- The report presented to the creditors following the Liquidator's appointment;
- This progress report;

Other administration tasks

During the Review Period, the following material tasks in this category were carried out:

- Case reviews
- Advertising
- Correspondence with HM Revenue & Customs
- Correspondence with creditors
- Tax returns
- Statutory Companies House filing

ENQUIRES AND INVESTIGATIONS

During the Review Period, the Liquidator carried out an initial review of the Company's affairs in the period prior to appointment. This included seeking information and explanations from the director by means of questionnaires; making enquiries of the Company's accountants; reviewing information received from creditors; and collecting and examining the Company's bank statements, accounts and other records.

The directors did not provide the books and records and a completed questionnaire, however; the Liquidator did receive a completed questionnaire and a Statement of Affairs from the directors.

The information gleaned from this process enabled the Liquidator to meet his statutory duty to submit a confidential report on the conduct of the directors (past and present) to the Insolvency Service. This work was also carried out with the objective of making an initial assessment of whether there were any matters that may lead to any recoveries for the benefit of creditors. This would typically include any potential claims which may be brought against parties either connected to or who have past dealings with the Company.

This initial assessment has been completed and the Liquidator did not identify any further assets or actions which might lead to a recovery for creditors.

Although this work did not generate any financial benefit to creditors, it was necessary to meet the statutory duties as well as conduct appropriate enquiries and investigations into potential rights of *actions to enhance realisations*.

REALISATION OF ASSETS

Detailed below is key information about asset realisation and strategy, however, more details about the work undertaken may be found at Appendix IV. The Liquidator formulated and worked through a realisation strategy that sought to maximise realisations net of costs. However, as advised in the Statement of Affairs the Company had no realisable assets and Liquidator did not find any other assets during the course of liquidation.

CREDITORS

Irrespective of whether sufficient realisations are achieved to pay a dividend to creditors, the Liquidator has had to carry out key tasks which are detailed in the list at Appendix III. 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

The Liquidator has not received any preferential claims

Unsecured creditors

The trade and expense creditors as per the statement of affairs totalled £130,077. Unsecured claims totalling £19,808 have been received during the course of the liquidation. Claims were not adjudicated as prospects of dividend were minimal.

Dividend prospects

There is no prospect of a dividend to any class of creditor. Notice of no dividend is enclosed with this progress report.

Where a floating charge is created after 15 September 2003 a prescribed part of the company's net property shall be made available to unsecured creditors.

The Company has not granted a floating charge to any creditor after 15 September 2003 and consequently there will be no prescribed part in this Liquidation.

FEES AND EXPENSES

Pre-Appointment Costs

A fixed fee of £5,000 plus VAT was agreed and paid to this firm by the directors prior to the Liquidator's appointment. From the Statement of Affairs fee, a total of £1,000 plus VAT was forwarded to the Company's accountants, Shariff & Co accountants for their help in the preparation of Statement of Affairs.

Liquidator's fees

It is the firm's practice to ensure that work is conducted by the appropriate staff member at the appropriate level of experience. Junior members of staff deal with the day to day administration on cases and a manager and director then oversees the work undertaken. Where the issues are complex and litigious, the work will be closely supervised or undertaken by a manager or director.

The time costs for period 06 November 2017 to 05 November 2018 total £4,104.00, representing 24.60 hours at an average hourly rate of £166.83. The time costs for the period are detailed at Appendix IV.

The total time costs during the period of appointment amount to £4,509.00 representing 27.10 hours at an average hourly rate of £166.38.00. The time costs for the period are detailed at Appendix IV.

There were no funds available to draw remuneration against and therefore no resolution was sought by the Liquidator. For clearance of doubt, Liquidator has not drawn any remuneration and this remains outstanding.

Having regard for the costs that are likely to be incurred in bringing this Liquidation to a close, the Liquidator consider that the original expenses estimate is unlikely to be exceeded.

Disbursements

The disbursements that have been incurred and not yet paid during the period are detailed on Appendix V. Also included in Appendix V is a comparison of the expenses likely to be incurred in the Liquidation as a whole with the original expenses estimate, together with reasons where any expenses are likely to exceed that estimate.

Information about this insolvency process may be found on the R3 website at <http://www.creditorinsolvencyguide.co.uk/>. A copy of 'A Creditors' Guide to Fees' can be found at [https://www.r3.org.uk/media/documents/publications/professional/Guide to Liquidators Fees Oct 2015.pdf](https://www.r3.org.uk/media/documents/publications/professional/Guide%20to%20Liquidators%20Fees%20Oct%202015.pdf). A hard copy of both guides may be obtained on request

This firm's charge-out rate and disbursement policy is attached to this report.

Bonding

The Liquidator is required to take out a specific bond which will reimburse the estate in the event of fraudulent activity by the office-holder. This matter has been bonded for the amount of £5,000, at a cost of £90.00. This cost has not been reimbursed to Kingsland Business Recovery and remains outstanding at the time of the report.

Advertising

The Liquidator is required to advertise notices of decisions made, or to be made, over the course of the Liquidation. The services were provided by Courts Advertising, and The Stationary Office at a cost of £71.00 and £71.88, respectively per advertisement. These costs were paid by Kingsland Business Recovery who were not reimbursed as no funds were available in liquidation.

CREDITORS' RIGHTS

An unsecured creditor may, with the permission of the court or with the concurrence of 5% in value of the unsecured creditors (including the creditor in question) request further details of the Liquidator's remuneration and expenses, within 21 days of receipt of this report. Any secured creditor may request the same details in the same time limit.

An unsecured creditor may, with the permission of the court or with the concurrence of 10% in value of the creditors (including the creditor in question), apply to court to challenge the amount and/or basis of the Liquidator's fees and the amount of any proposed expenses or expenses already incurred, within 8 weeks of receipt of this report. Any secured creditor may make a similar application to court within the same time limit.

EC REGULATIONS

The Company's centre of main interest was in:

- **1022 Coventry Road, Hay Mills, Birmingham, B25 8DP**
- **9 Newbold Road, Barlestone, Warwickshire, CV13 0DZ**

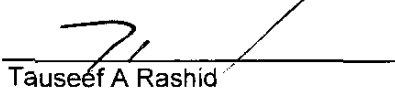
and therefore it is considered that the EC Regulations will apply. These proceedings are main proceedings as defined in Article 3 of the EC Regulation.

CONCLUSION

There are no other matters outstanding and the affairs of the company have been fully wound up.

If you require any further information, please contact this office.

Signed


Tauseef A Rashid
Liquidator
30 November 2018

APPENDIX I – STATUTORY INFORMATION

Company Name	Barlestone Tandoori Limited t/as Kismat Indian Restaurant
Company Number	07864957
Former Trading Name	None
Trading Address	9 Newbold Road, Barlestone, Warwickshire, CV13 0DZ
Registered Office	Kingsland Business Recovery, 14 Derby Road, Stapleford, Nottingham, NG9 7AA
Liquidator	Tauseef Ahmed Rashid
Liquidator's Address	Kingsland Business Recovery, 14 Derby Road, Stapleford, Nottingham, NG9 7AA
Date of appointment	06 November 2017

**APPENDIX II – RECEIPTS AND PAYMENTS ACCOUNT FOR THE PERIOD FROM 06 NOVEMBER
2017 TO 05 NOVEMBER 2018 AND DATE OF APPOINTMENT TO CLOSURE**

**Barlestone Tandoori Limited t/as Kismat Indian Restaurant
(In Liquidation)
Liquidator's Summary of Receipts & Payments
To 05/11/2018**

S of A £		£	£
	UNSECURED CREDITORS		
(33,579.65)	Trade & Expense Creditors	NIL	
(2,300.00)	Director's Loan Account	NIL	
(2,500.00)	Barclays Bank Plc	NIL	
(5,194.88)	HM Revenue & Customs	NIL	
			NIL
	DISTRIBUTIONS		
(100.00)	Ordinary Shareholders	NIL	
			NIL
(43,674.53)			NIL
	REPRESENTED BY		
			NIL

Barlestone Tandoori Limited t/as Kismat Indian Restaurant
(In Liquidation)
Liquidator's Summary of Receipts & Payments

Statement of Affairs £		From 06/11/2018 To 30/11/2018 £	From 06/11/2017 To 30/11/2018 £
	UNSECURED CREDITORS		
(33,579.65)	Trade & Expense Creditors	NIL	NIL
(2,300.00)	Director's Loan Account	NIL	NIL
(2,500.00)	Barclays Bank Plc	NIL	NIL
(5,194.88)	HM Revenue & Customs	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(100.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(43,674.53)		NIL	NIL
	REPRESENTED BY		
			NIL

APPENDIX III – DETAILED LIST OF WORK UNDERTAKEN IN THE PERIOD

General Description	Undertaken in Review Period
Company Administration	
Company Administration	Filing of documents to meet statutory requirements Advertising in accordance with statutory requirements
Company Administration	Filing of documents Periodic file reviews Periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards Maintenance of statutory and case progression task lists/diaries Updating checklists
Company Administration	Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case
Company Administration	Dealing with records in storage Sending job files to storage
Company Administration	Preparing annual progress report, investigation, meeting and general reports to creditors Disclosure of sales to connected parties
Company Administration	
Company Administration	Collection, and making an inventory, of company books and records Correspondence to request information on the company's dealings, making further enquiries of third parties Reviewing questionnaires submitted by creditors and directors Reconstruction of financial affairs of the company Reviewing company's books and records Preparation of deficiency statement Review of specific transactions and liaising with directors regarding certain transactions Liaising with the committee/creditors or major creditors about further action to be taken
Company Administration	Preparing statutory investigation reports Liaising with Insolvency Service Submission of report with the Insolvency Service Preparation and submission of supplementary report if required Assisting the Insolvency Service with its investigations
Company Administration	
Company Administration	Liaising with agents to agree disposal strategy Dealing with potential purchasers Negotiating sales Liaising with solicitors to agree sales Collecting sales consideration Liaising with insurance companies and directors to pursue claims Examining company records to support tax refunds Exchanges with government departments
Company Administration	
Company Administration	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via facsimile, email and post Assisting employees to pursue claims via the RPO Corresponding with the PPF and the Pensions Regulator
Dealing with proofs of debt	Receipting and filing POD when not related to a dividend Corresponding with RPO regarding POD when not related to a dividend
Processing proofs of debt	Preparation of correspondence to potential creditors inviting submission of POD Receipt of POD Adjudicating POD Request further information from claimants regarding POD Preparation of correspondence to claimant advising outcome of adjudication Seeking solicitors' advice on the validity of secured creditors' claims and other complex claims

APPENDIX IV – TIMES COSTS INFORMATION FOR PERIOD 06 NOVEMBER 2017 TO 05 NOVEMBER 2018 AND DATE OF APPOINTMENT TO CLOSURE

Time Entry - Detailed SIP9 Time & Cost Summary

0626 - Barlestone Tandon Limited vs Kismat Indian Restaurant
 From: 06/11/2017 To: 05/11/2018
 Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
301: Fee Reviews and Strategy Hours	0.00	0.00	1.00	1.00	3.00	513.00	135.00
302: Post appointment Formales	2.00	0.00	2.50	1.40	5.90	1,206.00	204.41
Admin & Planning	2.00	0.00	4.40	3.30	9.70	1,719.00	177.22
403: Pension Scheme	0.00	0.00	2.00	0.50	3.70	594.00	160.54
407: Taxation (post appointment)	0.00	0.00	0.00	0.40	0.40	26.00	65.00
Creditors	0.00	0.00	2.90	1.20	4.10	620.00	153.66
601: Correspondence with directors/vendor	0.00	0.00	1.30	0.50	1.80	279.00	155.00
602: Investigative work	0.00	0.00	2.10	4.10	6.20	747.00	120.48
603: D report	2.00	0.00	0.00	0.00	2.00	630.00	315.00
Investigations	2.00	0.00	3.40	4.60	10.00	1,536.00	153.60
502: Property	0.00	0.00	0.30	0.50	0.80	99.00	123.75
Realisation of Assets	0.00	0.00	0.30	0.50	0.80	99.00	123.75
Total Hours	4.00	0.00	11.00	9.50	24.50	4,104.00	166.83
Total Fees Claimed						0.00	

Time Entry - Detailed SLP9 Time & Cost Summary

0826 - Barlestone Tandooni Limited Was Kismal Indian Restaurant
 From: 06/11/2017 To: 30/11/2018
 Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
301 : Fee Reviews and Strategy Notes	0.00	0.00	1.90	2.40	4.30	558.00	129.77
302 : Post appointment Formalities	2.00	0.00	2.50	1.40	5.90	1,206.00	204.41
Admin & Planning	2.00	0.00	4.40	3.80	10.20	1,764.00	172.94
401 : Periodic Meetings and Reports	0.00	0.00	2.00	0.00	2.00	360.00	180.00
403 : Pension Scheme	0.00	0.00	2.90	0.80	3.70	594.00	160.54
407 : Taxation (post appointment)	0.00	0.00	0.00	0.40	0.40	36.00	90.00
Creditors	0.00	0.00	4.90	1.20	6.10	990.00	162.30
601 : Correspondence with directors/debtor	0.00	0.00	1.30	0.50	1.80	279.00	155.00
602 : Investigative work	0.00	0.00	2.10	4.10	6.20	747.00	120.48
603 : D report	2.00	0.00	0.00	0.00	2.00	630.00	315.00
Investigations	2.00	0.00	3.40	4.60	10.00	1,556.00	155.60
502 : Property	0.00	0.00	0.30	0.50	0.80	99.00	123.75
Realisation of Assets	0.00	0.00	0.30	0.50	0.80	99.00	123.75
Total Hours	4.00	0.00	13.00	10.10	27.10	4,509.00	166.38
Total Fees Claimed						.000	

APPENDIX V – EXPENSES SUMMARY FOR PERIOD 06 NOVEMBER 2017 TO 05 NOVEMBER 2018 AND DATE OF APPOINTMENT TO CLOSURE

Expenses	Original expenses estimate £	Actual expenses incurred in the Period from 06 Nov 2017 to 05 Nov 2018 £	Actual expenses incurred over the whole period £	Amount Paid to Kingsland Business Recovery £	Reason for any excess (if the expenses are likely to, or have, exceeded the original estimate)
Category 1 Expenses					
Advertising	215.64	214.76	214.76	Nil	N.A
Bonding	90.00	90.00	90.00	Nil	N.A
Bank Charges	10.00	-	-	-	N.A
Total	315.64	304.76	304.76	Nil	N.A

Current Charge-out Rates for the firm

Time charging policy

Support staff do charge their time to each case.

Support staff only includes administration support. No secretarial and cashier services are charged to any cases. Time spent by support staff carrying out shorter tasks, such as typing or dealing with post, is not charged to cases but is carried as an overhead of the firm. Only where a significant amount of time is spent at one time on a case is a charge made for support staff.

The minimum unit of time recorded is 6 minutes.

	Charge out rates £
Insolvency Practitioner/Partners	315
Managers	210 - 250
Administrators	120 - 180
Secretarial/Administration support staff	90

Disbursements

In accordance with Statement of Insolvency Practice 9 (SIP9) the basis of disbursement allocation in respect of disbursements incurred by the Office Holder in connection with the administration of the estate must be fully disclosed to creditors/members. Disbursements are categorised as either Category 1 or Category 2.

Category 1 expenses are directly referable to an invoice from a third party, which is either in the name of the estate or Kingsland Business Recovery; in the case of the latter, the invoice makes reference to, and therefore can be directly attributed to, the estate. These disbursements are recoverable in full from the estate without the prior approval of creditors either by a direct payment from the estate or, where the firm has made payment on behalf of the estate, by a recharge of the amount invoiced by the third party. Examples of category 1 disbursements are statutory advertising, external meeting room hire, specific bond insurance and company search fees.

Category 2 expenses are incurred by the firm and recharged to the estate; they are not attributed to the estate by a third party invoice and/or they may include a profit element. These disbursements are recoverable in full from the estate, subject to the basis of the disbursement allocation being approved by creditors in advance. It is this firm's policy not to charge category 2 expenses to the cases.