

WU07

Notice of progress report in a winding-up by the court



Companies House

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

1 Company details

Company number 0 8 0 2 8 1 5 3

Company name in full Eldons Berkeley Limited

→ Filling in this form

Please complete in typescript or in
bold black capitals.

2 Liquidator's name

Full forename(s) Sean

Surname Bucknall

3 Liquidator's address

Building name/number 3rd Floor

Street 37 Frederick Place

Post town Brighton

County/Region Sussex

Postcode B N 1 4 E A

Country

4 Liquidator's name ①

Full forename(s) Andrew

Surname Hosking

① Other liquidator

Use this section to tell us about
another liquidator.

5 Liquidator's address ②

Building name/number 20 St Andrew Street

Street

Post town London

County/Region

Postcode E C 4 A 3 A G

Country

② Other liquidator

Use this section to tell us about
another liquidator.

WU07

Notice of progress report in a winding-up by the court

6

Period of progress report

From date

^d2^d2^m0^m1^y2^y0^y2^y3

To date

^d2^d1^m0^m1^y2^y0^y2^y4

7

Progress report

☒ The progress report is attached

8

Sign and date

Liquidator's signature

Signature

X



X

Signature date

^d2^d0^m0^m3^y2^y0^y2^y4

**Presenter information**

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

Contact name **Billy Poulton**

Company name **Quantuma Advisory Limited**

Address **3rd Floor**

37 Frederick Place

Post town **Brighton**

County/Region **Sussex**

Postcode **B N 1 4 E A**

Country

DX

Telephone **01273 322400**

**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

**Eldons Berkeley Limited Trading As: Eldons Berkeley Solicitors
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments**

Statement of Affairs £		From 22/01/2023 To 21/01/2024 £	From 22/01/2021 To 21/01/2024 £
	ASSET REALISATIONS		
89.19	Cash at Bank	NIL	279.82
	Petition Deposit	NIL	1,600.00
		NIL	1,879.82
	COST OF REALISATIONS		
	Bank Charges	88.00	264.00
	O.R.Adminstration Fee	NIL	5,000.00
	Sec of State Fees	NIL	6,000.00
		(88.00)	(11,264.00)
	SECONDARY PREFERENTIAL CREDITORS		
(25,000.00)	HMRC - VAT	NIL	NIL
(4,892.18)	HMRC PAYE/NIC (Employees)	NIL	NIL
		NIL	NIL
	UNSECURED CREDITORS		
(174,661.12)	Banks/Institutions	NIL	NIL
(410,078.89)	Client Claims	NIL	NIL
(367,020.26)	Directors	NIL	NIL
(242,280.04)	Trade & Expense Creditors	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(100.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(1,223,943.30)		(88.00)	(9,384.18)
	REPRESENTED BY		
	ISA NIB		(9,384.18)
			(9,384.18)

Eldons Berkeley Limited Trading As: Eldons Berkeley Solicitors

(In Compulsory' Voluntary Liquidation)

("the Company")

THE JOINT LIQUIDATORS' PROGRESS REPORT

20 March 2024

Sean Bucknall and Andrew Hosking of Quantum Advisory Limited, 3rd Floor, 37 Frederick Place, Brighton, Sussex, BN1 4EA, were appointed Joint Liquidators of Eldons Berkeley Limited Trading As: Eldons Berkeley Solicitors on 22 January 2021.

Sean Bucknall and Andrew Hosking are licensed to act as an Insolvency Practitioner by the Insolvency Practitioners Association.

This report has been prepared for circulation solely to comply with the Joint Liquidators' statutory duty to report to Creditors under the provisions of The Insolvency (England and Wales) Rules 2016 and for no other purpose. This report is intended for the statutory recipients. The report cannot be used or relied upon by any party other than for its intended statutory purpose.

CONTENTS

1	INTRODUCTION
2	THE PROGRESS OF THE LIQUIDATION
3	CREDITORS: CLAIMS AND DISTRIBUTIONS
4	OTHER MATTERS AND INFORMATION TO ASSIST CREDITORS
5	ETHICS
6	THE JOINT LIQUIDATORS' FEES AND EXPENSES

APPENDICES

Appendix 1	Statutory Information
Appendix 2	The Joint Liquidators' Receipts and Payments Account
Appendix 3	Schedule of Joint Liquidators' Time Costs for the Review Period together with a cumulative total
Appendix 4	Detailed narrative list of work undertaken by the Joint Liquidators during the Review Period
Appendix 5	Proof of Debt

ABBREVIATIONS

For the purpose of this report the following abbreviations shall be used:

"the Act"	Insolvency Act 1986
"the Rules"	Insolvency (England and Wales) Rules 2016
"the Joint Liquidators"	Sean Bucknall and Andrew Hosking of Quantuma Advisory Limited
"the Company"	Eldons Berkeley Limited Trading As: Eldons Berkeley Solicitors (in Liquidation)
"EOS"	Estimated Outcome Statement
"SIP"	Statement of Insolvency Practice (England & Wales)
"Review Period"	Period covered by the report from 22/01/2023 to 21/01/2024
"Whole Period"	Period covered by the report from 22/01/2021 to 21/01/2024

1. INTRODUCTION

Introduction

This report has been prepared to provide Members and Creditors with an update on the progress of the Liquidation of the Company during the Review Period.

Given the information previously provided to Members and Creditors in earlier reports, detailed background information in respect of the Company has not been included and this report focusses on the progress of the Liquidation subsequent to those reports.

A schedule of statutory information in respect of the Company is attached at **Appendix 1**.

Details of the appointment of the Joint Liquidators

Sean Bucknall and Andrew Hosking of Quantuma Advisory Limited were appointed Joint Liquidators of the Company on 22 January 2021.

The Joint Liquidators confirm that they are authorised to carry out all functions, duties and powers by either one or both of them.

2. THE PROGRESS OF THE LIQUIDATION

The Joint Liquidators' Receipts and Payments Account

Attached at **Appendix 2** is a Receipts and Payments account covering the Review Period, together with a summary of the transactions in the previous Review Periods. In accordance with the requirements of SIP 7, the Joint Liquidators confirm that the account has been reconciled with that held at the bank.

The rest of this report describes the key developments in the Liquidation over the Review Period.

A summary is provided of the main asset realisations during the Review Period and an estimation of those assets yet to be realised, together with details of costs incurred but as yet remaining unpaid.

Administrative, Statutory & Regulatory Tasks

The Joint Liquidators have met a considerable number of statutory and regulatory obligations. Whilst many of these tasks have not had a direct benefit in enhancing realisations for the insolvent estate, they have assisted in the efficient and compliant progressing of the Compulsory Voluntary Liquidation, which has ensured that the Joint Liquidators and their staff have carried out their work to high professional standards. Details of the tasks carried out during the Review Period are included in **Appendix 4**.

Realisation of assets

No assets have been realised in the Review Period.

Estimated Future Realisations

Rent Deposit

The Joint Liquidators have contacted the Company's former landlord on a number of occasions to request repayment of the rent deposit but are yet to receive any response or payment of funds. The Joint Liquidators will continue to contact the Landlord to request payment of the deposit or provide proof that the funds are not due.

Antecedent Transactions

As stated in the previous report, the Joint Liquidators are investigating a number of transactions that took place prior to the Liquidation which may result in a recovery for the benefit of creditors. Due to this matter being subject to legal proceedings, the Joint Liquidators are currently unable to disclose further details but will update creditors accordingly when they are the position to do so.

Debtors and Work in Progress ("WIP")

Further to the detail provided within prior reports, during the Review Period there has been correspondence with the director in relation to the Company's Debtors and WIP that were transferred to Alpha Omega Solicitors Limited ("AOSL"). This is ongoing at present, and creditors will be updated on the outcome in due course.

Within the Review Period there have been no recoveries in respect of the Debtors and WIP which were excluded from the transfer to AOSL. On present information, and as previously reported, it appears there will be no realisations in this regard.

The Joint Liquidators' previous report detailed a sum of £2,334 as due to the Company in respect costs, advice was sought from solicitors in this regard and the Joint Liquidators were advised the sum was not realisable for the benefit of the Liquidation, therefore there will be no realisation in this regard.

3. CREDITORS: CLAIMS AND DISTRIBUTIONS

Secured Creditors

The Company had granted the following security:

Type of charge	Date created	Beneficiary	Amount outstanding at 22/01/2021
Debenture	30 January 2017	Arbuthnot Latham & Co Limited	£Nil
Debenture	9 November 2012	National Westminster Bank PLC	£Nil

Whilst the Company has granted the above security, the Joint Liquidators have been advised that there are no outstanding balances under these charges.

Preferential Creditors

The Joint Liquidators are not aware of any preferential creditors on this case.

Secondary Preferential Creditors

In any insolvency process started from 1 December 2020, HM Revenue and Customs ('HMRC') is a Secondary Preferential Creditor for the following liabilities:

- VAT
- PAYE Income Tax
- Employees' NIC
- CIS deductions
- Student loan deductions

This will mean that, if there are sufficient funds available, any of the above amounts owed by the Company will be paid after the Preferential Creditors have been paid in full.

HMRC's secondary preferential claims relating to VAT and PAYE were estimated at £29,892.18 in the Director's Estimated Statement of Affairs. To date, HMRC have submitted a claim totalling £50,073.70 in respect of their secondary preferential claim.

It is uncertain whether there will be sufficient realisations to pay a dividend to HMRC in respect of their secondary preferential claim.

Prescribed Part

Under Section 176A of the Insolvency Act 1986, where after 15 September 2003 a company has granted to a creditor a floating charge, a proportion of the net property of the company must be made available purely for the Unsecured Creditors. This equates to:

- 50% of net property up to £10,000;
- Plus, 20% of net property in excess of £10,000.
- Subject to a maximum of £600,000, increasing to £800,000 for cases where the security was granted on or after 6 April 2020.

As the Secured Creditors had been discharged in full prior to the liquidation there will be no prescribed part.

Unsecured Creditors

Unsecured Creditor claims were estimated at £1,194,040.31 in the Director's Estimated Statement of Affairs and, to date, thirteen claims have been received totalling £1,267,515.

It is uncertain whether a dividend will be paid to Unsecured Creditors as this will be dependent on the realisations achieved from the Joint Liquidators ongoing investigations and the final costs of the liquidation.

Claims Process

Due to the possibility of a distribution to Unsecured Creditors, you are requested to submit claims to the address on the front of this report, marked for the attention of Billy Poulton, or via email to billy.poulton@quantuma.com.

A Proof of Debt form is attached at **Appendix 5**.

4. OTHER MATTERS AND INFORMATION TO ASSIST CREDITORS

Investigations

During the Review Period, the Joint Liquidators have continued with their review of the Company's affairs in the period prior to appointment.

As noted within prior reports the Joint Liquidators initial assessment revealed matters that the Joint Liquidators considered merited further investigation and solicitors have been instructed to assist in pursuing a number of potential claims in relation to misfeasance, preference and antecedent transactions.

As these investigations are ongoing the Joint Liquidators are currently unable to disclose details but will do so in later reports.

Further Information

To comply with the Provision of Services Regulations, some general information about Quantuma Advisory Limited, including the complaints policy and Professional Indemnity Insurance, can be found at <https://www.quantuma.com/legal-information>.

Information about this insolvency process may be found on the R3 website here <https://www.r3.org.uk/technical-library/england-wales/technical-guidance/creditor-guides/>.

General Data Protection Regulation

In compliance with the General Data Protection Regulation, Creditors, Employees, Shareholders, Directors and any other Stakeholder who is an individual (i.e. not a corporate entity) in these insolvency proceedings is referred to the Privacy Notice in respect of Insolvency Appointments, which can be found at this link <http://www.quantuma.com/legal-notices>.

5. ETHICS

Please note that the Joint Liquidators are bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment. Further information can be viewed at the following link <https://www.gov.uk/government/publications/insolvency-practitioner-code-of-ethics>. Additionally the Joint Liquidators are also bound by the regulations of their Licensing Bodies.

General Ethical Considerations

During the Review Period, no new threats to compliance with the Code of Ethics have been identified.

Specialist Advice and Services

When instructing third parties to provide specialist advice and services or having the specialist services provided by the firm, the Joint Liquidators are obligated to ensure that such advice or work is warranted and that the advice or work contracted reflects the best value and service for the work undertaken. The firm reviews annually the specialists available to provide services within each specialist area and the cost of those services to ensure best value. The specialists chosen usually have knowledge specific to the insolvency industry and, where relevant, to matters specific to this insolvency appointment. Details of the specialists specifically chosen in this matter are detailed below.

Irwin Mitchell LLP have been instructed by the Joint Liquidators to provide legal advice on various matters, further information in this regard is provided later in this report.

6. THE JOINT LIQUIDATORS' FEES AND EXPENSES

A copy of 'A Creditors Guide to Liquidators' Fees' effective from 1 April 2021 together with Quantuma Advisory Limited's current schedule of charge-out rates and chargeable expenses, which includes historical charging information, may be found at <https://www.quantuma.com/guide/creditors-guide-fees/>.

A hard copy of both the Creditors' Guide and Quantuma Advisory Limited's current and/or historic charge-out rate and expenses policies may be obtained on request at no cost.

Joint Liquidators' Fees

The basis of the Joint Liquidators' fees was fixed on 14 April 2022 as follows:

1. That the Joint Liquidator's fees be fixed by reference to the time given by them and their staff in attending to matters arising in the Liquidation, such time to be charged at the prevailing standard hourly charge out rates used by Quantuma Advisory Limited at the time the work is performed (plus VAT).

Time Costs

As reflected on the Receipts & Payments Account, no fees have been drawn during the Review Period or the Whole Period.

The Joint Liquidators believe this case to be of high complexity with extra responsibilities having befallen on them and their staff. These extra responsibilities include, but are not limited to, the following:

- Seeking to obtain the records of the Company from various parties and the subsequent review of the records and reconstruction of accounting records.
- Disputing the application to Court for the re-use of the Company name.
- Investigations into various transactions during the post-petition period.
- Assisting the Official Receiver with its investigations into the conduct of the directors.

Comparison of Estimates

The Joint Liquidators' time costs incurred to date (whether or not they have been charged to the Liquidation estate) are compared with the original fees estimate and the actual time costs incurred to the end of the Review Period. The fees estimate covered the life of the case.

For a detailed schedule of work undertaken by the Joint Liquidators during the Review Period and the Whole Period, see **Appendix 3**. A detailed narrative list of the work undertaken during the Review Period is provided at **Appendix 4**.

Work category	Original fees estimate			Actual time costs incurred during the Review Period			Actual time costs incurred for the Whole Period		
	No. of hours	Blended hourly rate	Total fees	No. of hours	Average hourly rate	Total time costs	No. of hours	Average hourly rate	Total time costs
		£	£		£	£		£	£
Administration Planning	102.10	269.38	27,503.50	8.30	341.69	2,836.00	55.70	257.09	14,320.00
Cashiering	19.30	168.11	3,244.50	0.80	167.50	134.00	2.50	148.40	371.00
Creditors	65.90	289.04	19,048.00	5.70	310.79	1,771.50	33.00	287.14	9,475.50
Investigations	307.30	306.10	94,065.00	42.80	405.12	17,339.00	248.70	316.11	78,616.50
Realisation of Assets	19.80	296.36	5,868.00	1.50	318.00	477.00	11.90	282.44	3,361.00
Closing Procedures	1.00	275.00	275.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	515.40	291.04	150,004.00	59.10	381.68	22,557.50	351.80	301.72	106,144.00

Joint Liquidators' Expenses

An amended Statement of Insolvency Practice 9 (SIP 9), was issued on 1 April 2021. The amended SIP 9 has changed some of the terminology and introduced additional disclosure requirements. The information below may therefore not reflect the information previously provided.

The expenses, which include disbursements that have been incurred and not yet paid during the Review Period and the Whole Period are detailed below. This includes 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.

Expenses	Original expenses estimate £	Actual expenses incurred in the Review Period £	Actual expenses incurred for the Whole Period £	Reason for any excess (if the expenses are likely to, or have, exceeded the original estimate)
Category 1 expenses				
Legal Fees	80,000.00	-	-	Instructed on a CFA basis.
Counsel Fees	-	-	-	Not originally estimated, instructed on a CFA basis via solicitors.
Statutory Advertising	176.00	-	88.00	
Specific Bond	135.00	-	135.00	
Postage	69.00	26.70	60.09	
Storage Costs	500.00	24.80	225.60	
Land Registry Fees	20.00	-	24.00	Additional searches undertaken
TOTAL	80,900.00	51.50	532.69	

Details of the expenses paid in the Review Period and the Whole Period are shown in the Receipts and Payments account at **Appendix 2**.

Cost to Closure

Having regard for the costs that are likely to be incurred in bringing this Liquidation to a close, the Joint Liquidators consider that:

- the original fees estimate is unlikely to be exceeded; and
- the original expenses estimate is unlikely to be exceeded.

Other Professional Costs

Solicitors

As previously advised, Irwin Mitchell LLP ("IM") were instructed by the Joint Liquidators to advise on appropriate legal matters. IM's costs have been agreed on the basis of their standard hourly charge out rates, plus expenses and VAT. During a prior period, IM agreed to act under a Conditional Fee Agreement ("CFA"), under the terms of the CFA fees would only be payable upon successful outcome of the claims it is assisting the Joint Liquidators in pursuing.

Upon a successful outcome the IM would charge these fees at their standard hourly charge out rates, plus a success fee of 67% if the claim is won prior to three months before the date fixed for the trial or the first date of the trial window (whichever is the earlier); or 100% if the claim succeeds at any later date of time. IM's time costs to date are £129,987.

Counsel

New Square Chambers ("NSC") were instructed within the Review Period to provide opinion upon the matters being dealt with by IM. During the Review Period, NSC agreed to act under a CFA, under the terms of the CFA fees would only be payable upon successful outcome of any claims. NSC's time costs to date are £8,787.

Section 216 Application

In addition, and as previously reported, the legal costs in relation to section 216 application totalling £3,013.30 inclusive of VAT were paid directly by Alpha Omega Solicitors Limited.

All professional costs are reviewed and analysed before payment is approved.

Creditors' right to request information

Any Secured Creditor, or Unsecured Creditor with the support of at least 5% in value of the Unsecured

Creditors or with permission of the Court, may request in writing the Joint Liquidators to provide additional information regarding remuneration or expenses to that already supplied within this report. Such requests must be made within 21 days of receipt of this report.

Creditors' right to challenge remuneration and/or expenses

Any Secured Creditor, or Unsecured Creditor with the support of at least 10% in value of the Unsecured Creditors or with permission of the Court, may apply to the Court for one or more orders, reducing the amount or the basis of remuneration which the Joint Liquidators are entitled to charge or otherwise challenging some or all of the expenses incurred.

Such applications must be made within 8 weeks of receipt by the applicant(s) of the progress report detailing the remuneration and/or expenses being complained of.

Please note that such challenges may not disturb remuneration or expenses disclosed in prior progress reports.

Future of the Liquidation

The Joint Liquidators are continuing their investigations with the assistance of solicitors, which may lead to a recovery for the benefit of creditors. The liquidation will therefore be continuing until that process is completed, and any recoverable assets are realised for benefit of creditors.

Once all investigations and any legal action has been concluded, should there be funds available for distribution to creditors, the Joint Liquidators will issue a Notice of Intended Dividend and adjudicate upon any creditor claims that are received prior to making any distribution(s).

Once the dividend has been paid, the Joint Liquidators will seek their release from office by issuing their final account to Members and Creditors.

Should you have any queries in regard to any of the above please do not hesitate to contact Billy Poulton on 01273 322 400 or by e-mail at Billy.Poulton@quantuma.com.



Sean Bucknall
Joint Liquidator

ELDONS BERKELEY LIMITED TRADING AS: ELDONS BERKELEY SOLICITORS**(IN LIQUIDATION)****STATUTORY INFORMATION**

Company Name	Eldons Berkeley Limited Trading As: Eldons Berkeley Solicitors
Trading Address	7 Ely Place, Ely Place, London, EC1N 6RY
Proceedings	In Liquidation
Date of Appointment	22 January 2021
Joint Liquidators	Sean Bucknall Andrew Hosking Quantuma Advisory Limited 3rd Floor, 37 Frederick Place, Brighton, Sussex, BN1 4EA
Registered office Address	c/o Quantuma Advisory Limited 3rd Floor, 37 Frederick Place, Brighton, Sussex, BN1 4EA
Company Number	08028153
Incorporation Date	12 April 2012

Appendix 2

ELDONS BERKELEY LIMITED TRADING AS: ELDONS BERKELEY SOLICITORS

(IN LIQUIDATION)

THE JOINT LIQUIDATORS' RECEIPTS AND PAYMENTS ACCOUNT AS AT 21 JANUARY 2024

VAT Basis

Receipts and payments are shown net of VAT, with any amount due from HM Revenue and Customs shown separately.

Eldons Berkeley Limited Trading As: Eldons Berkeley Solicitors
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments

Statement of Affairs £		From 22/01/2023 To 21/01/2024 £	From 22/01/2021 To 21/01/2024 £
	ASSET REALISATIONS		
89.19	Cash at Bank	NIL	279.82
	Petition Deposit	NIL	1,600.00
		NIL	1,879.82
	COST OF REALISATIONS		
	Bank Charges	88.00	264.00
	O.R.Adminstration Fee	NIL	5,000.00
	Sec of State Fees	NIL	6,000.00
		(88.00)	(11,264.00)
	SECONDARY PREFERENTIAL CREDITORS		
(25,000.00)	HMRC - VAT	NIL	NIL
(4,892.18)	HMRC PAYE/NIC (Employees)	NIL	NIL
		NIL	NIL
	UNSECURED CREDITORS		
(174,661.12)	Banks/Institutions	NIL	NIL
(410,078.89)	Client Claims	NIL	NIL
(367,020.26)	Directors	NIL	NIL
(242,280.04)	Trade & Expense Creditors	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(100.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(1,223,943.30)		(88.00)	(9,384.18)
	REPRESENTED BY		
	ISA NIB		(9,384.18)
			(9,384.18)

Appendix 3

**ELDONS BERKELEY LIMITED TRADING AS: ELDONS BERKELEY SOLICITORS
(IN LIQUIDATION)**

**SCHEDULE OF THE JOINT LIQUIDATORS' TIME COSTS DURING THE REVIEW PERIOD TOGETHER
WITH A CUMULATIVE TOTAL**

Time Entry - SIP9 Time & Cost Summary

6007662 - Eldons Berkeley Limited
Project Code: POST
From: 22/01/2023 To: 21/01/2024

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Admin & Planning	2.40	1.30	2.90	1.70	8.30	2,836.00	341.69
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cashiering	0.00	0.00	0.20	0.60	0.80	134.00	167.50
Closing Procedures	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors	0.00	1.20	4.50	0.00	5.70	1,771.50	310.79
Investigations	8.90	23.90	10.00	0.00	42.80	17,339.00	405.12
Pre Appointment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Realisation of Assets	0.00	0.10	1.40	0.00	1.50	477.00	318.00
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Hours	11.30	26.50	19.00	2.30	59.10	22,557.50	381.68
Total Fees Claimed						0.00	
Total Disbursements Claimed						0.00	

Time Entry - SIP9 Time & Cost Summary

6007662 - Eldons Berkeley Limited
Project Code: POST
From: 22/01/2021 To: 21/01/2024

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Admin & Planning	7.40	4.60	23.40	20.30	55.70	14,320.00	257.09
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cashiering	0.00	0.00	0.30	2.20	2.50	371.00	148.40
Closing Procedures	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors	1.10	3.50	28.10	0.30	33.00	9,475.50	287.14
Investigations	31.20	53.30	155.70	8.50	248.70	78,616.50	316.11
Pre Appointment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Realisation of Assets	0.00	1.30	10.40	0.20	11.90	3,361.00	282.44
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Hours	39.70	62.70	217.90	31.50	351.80	106,144.00	301.72
Total Fees Claimed						0.00	
Total Disbursements Claimed						0.00	

ELDONS BERKELEY LIMITED TRADING AS: ELDONS BERKELEY SOLICITORS**(IN LIQUIDATION)****DETAILED NARRATIVE LIST OF WORK UNDERTAKEN BY THE JOINT LIQUIDATORS DURING THE REVIEW PERIOD**

Description of work undertaken	Includes
<u>ADMINISTRATION & PLANNING</u>	
Administration & Planning	
General Administration - Dealing with all routine correspondence and emails relating to the case.	
Case strategy & completing file reviews at 1 month, 2 months & 6 months.	Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case 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
VAT & Corporation Tax matters and returns.	Preparation and filing of VAT Returns Preparation and filing of Corporation Tax Returns
<u>CREDITORS</u>	
Dealing with creditor correspondence, emails and telephone conversations.	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via email and post
Reviewing and adjudicating creditors' claims - adjudicating claims & requesting additional information in support of claims	Agreeing allocation of realisations and costs between fixed and floating charges 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 complex claims. Dealing with unclaimed dividends
Annual/Progress Reports	Preparing, circulating and filing progress reports. Disclosure of sales to connected parties
Interim Fee Report to Creditors	
<u>INVESTIGATIONS</u>	
Investigations	Correspondence with Official Receiver Correspondence with solicitors on possible asset realisations Correspondence with third parties seeking records of the Company

Description of work undertaken	Includes
SIP 2 Review - Conducting an initial investigation with a view to identifying potential asset recoveries by seeking and obtaining information from relevant third parties, such as the bank, accountants, solicitors, etc.	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
Investigating & Pursuing Antecedent Transactions	
<u>REALISATION OF ASSETS</u>	
Freehold/Leasehold Property	Investigations into rent deposit paid for trading premises
Debtors	Collecting supporting documentation Correspondence with debtors Reviewing and assessing debtors' ledgers Receiving updates from factoring companies and arranging for reassignment of ledger Liaising with debt collectors and solicitors Agreeing debt collection agency agreements Dealing with disputes, including communicating with Directors/former staff Pursuing credit insurance claims Submitting VAT bad debt relief claims
Cash at Bank	Contacting the bank to arrange closure of the account and payment of the funds to the estate
<u>CASHIERING</u>	
Opening, maintaining and managing the Office Holders' cashbook and bank account.	Correspondence with bank regarding specific transfers Maintenance of the estate cash book
Dealing with deposit forms	Banking remittances
Bank Reconciliations	
Preparing & Filing statutory Receipts & Payments accounts	Preparing and filing statutory Receipts and Payments accounts at Companies House

Current Charge-out Rates of the staff working on the case

Time charging policy

Support staff and executive assistants do not charge their time to each case except when the initial set up is being performed or when a sizeable administrative task or appropriate ad hoc duty is being undertaken

Support staff include secretarial and administrative support.

The minimum unit of time recorded is 6 minutes.

Rates are likely to be subject to periodic increase.

Staff	Charge out rates
	£
CEO/Managing Directors	545.00
Senior Manager	400.00
Manager	360.00
Assistant Manager	325.00
Senior Administrator	275.00
Administrator	220.00
Assistant Administrator	175.00
Case Accountant	110.00
Support Staff/Executive Assistant	120.00

Appendix 5

ELDONS BERKELEY LIMITED TRADING AS: ELDONS BERKELEY SOLICITORS

(IN LIQUIDATION)

PROOF OF DEBT

PROOF OF DEBT - GENERAL FORM

Eldons Berkeley Limited

Date of winding-up: 12 January 2021

DETAILS OF CLAIM		
1.	Name of Creditor (if a company, its registered name)	
2.	Address of Creditor (i.e. principal place of business)	
3.	If the Creditor is a registered company: <ul style="list-style-type: none"> For UK companies: its registered number For other companies: the country or territory in which it is incorporated and the number if any under which it is registered The number, if any, under which it is registered as an overseas company under Part 34 of the Companies Act 	
4.	Total amount of claim, including any Value Added Tax, as at the date of liquidation, less any payments made after this date in relation to the claim, any deduction under R14.20 of the Insolvency (England & Wales) Rules 2016 and any adjustment by way of set-off in accordance with R14.24 and R14.25	£
5.	If the total amount above includes outstanding uncapitalised interest, please state	YES (£) / NO
6.	Particulars of how and when debt incurred	
7.	Particulars of any security held, the value of the security, and the date it was given	
8.	Details of any reservation of title in relation to goods to which the debt relates	
9.	Details of any document by reference to which the debt can be substantiated. [Note the liquidator may call for any document or evidence to substantiate the claim at his discretion]	
10.	Give details of whether the whole or any part of the debt falls within any (and if so which) of the categories of preferential debts under section 386 of, and schedule 6 to, the Insolvency Act 1986	Category Amount(s) claimed as preferential £
AUTHENTICATION		
Signature of Creditor or person authorised to act on his behalf		
Name in BLOCK LETTERS		
Date		
If signed by someone other than the Creditor, state your postal address and authority for signing on behalf of the Creditor		
Are you the sole member of the Creditor?		YES / NO