

LIQ03

Notice of progress report in voluntary winding up



Companies House

THURSDAY



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04/02/2021

#5

COMPANIES HOUSE

1 Company details

Company number 0 8 1 2 6 4 1 0

Company name in full German Bakery Uk Ltd

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

2 Liquidator's name

Full forename(s) Julie

Surname Palmer

3 Liquidator's address

Building name/number Units 1-3 Hilltop Business Park

Street Devizes Road

Post town Salisbury

County/Region Wiltshire

Postcode S P 3 4 U F

Country

4 Liquidator's name

Full forename(s) Stephen

Surname Powell

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

5 Liquidator's address

Building name/number Threefield House

Street Threefield Lane

Post town Southampton

County/Region

Postcode S O 1 4 3 L P

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 3	^d 0	^m 0	^m 1	^y 2	^y 0	^y 2	^y 0	
To date	^d 2	^d 9	^m 0	^m 1	^y 2	^y 0	^y 2	^y 1	

7 Progress report

☒ The progress report is attached

8 Sign and date

Liquidator's signature	Signature X  X								
Signature date	^d 0	^d 3	^m 0	^m 2	^y 2	^y 0	^y 2	^y 1	

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

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

Address

**Units 1-3 Hilltop Business Park
Devizes Road**

Post town

Salisbury

County/Region

Wiltshire

Postcode

S	P	3		4	U	F	
---	---	---	--	---	---	---	--

Country

DX

salisbury@btguk.com

Telephone

01722 435190**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

German Bakery Uk Ltd (In Creditors' Voluntary Liquidation)

Progress report

Period: 30 January 2020 to 29 January 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.

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1. INTERPRETATION

<u>Expression</u>	<u>Meaning</u>
"the Company"	German Bakery Uk Ltd (In Creditors' Voluntary Liquidation)
"the liquidation"	The appointment of liquidators on 30 January 2020.
"the liquidators", "we", "our" and "us"	Julie Anne Palmer of Begbies Traynor (Central) LLP, Units 1-3 Hilltop Business Park, Devizes Road, Salisbury, Wiltshire, SP3 4UF and Stephen Mark Powell of Begbies Traynor (Central) LLP, Threefield House, Threefield Lane, Southampton, SO14 3LP
"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

Company registered number:	08126410
Company registered office:	Units 1 - 3 Hilltop Business Park, Devizes Road, Salisbury, Wiltshire, SP3 4UF
Former trading address:	Unit 1, Gresham Way, Tilehurst, Reading, RG30 6AW

3. DETAILS OF APPOINTMENT OF LIQUIDATORS

Date winding up commenced:	30 January 2020
Date of liquidators' appointment:	30 January 2020
Changes in liquidator (if any):	None

4. PROGRESS DURING THE PERIOD

Receipts and Payments

Attached at Appendix 1 is our abstract of receipts and payments for the period from 30 January 2020 to 29 January 2021.

Receipts

As creditors will recall, the company's assets consisted of motor vehicles, plant & machinery (bakery equipment) and stock. These assets were sold at auction by our agents, Eddisons Commercial Ltd, prior to the liquidation, upon the instruction of the director. The sale proceeds were held by our agents pending the appointment of liquidators, and upon our appointment being confirmed, were passed to ourselves. The total realisations were £10,443.20 plus vat.

The only other receipt during the period has been gross bank interest received of £1.37.

Payments

During the period of this report, the sum of £7,508.00 has been paid to Begbies Traynor in relation to the joint liquidators' remuneration on account and the sum of £346.50 has been paid to Begbies Traynor on account of the joint liquidators' expenses. Further details of these payments is set out in section 6 of this report.

The sum of £2,354.32 has been paid to our agents, Eddisons Commercial Ltd in respect of their valuation fees and commission on sale of assets. In addition Eddisons Commercial Ltd have been paid £234.53 in respect of their expenses incurred in relation to the sale of assets.

No other payments have been made during the period.

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.

General case administration and planning

Time recorded under this category has included:

- Preparing documents and dealing with the formalities of our appointment.
- Filing.
- Dealing with general calls.
- Dealing with routine correspondence and emails.
- Dealing with various ad hoc queries and calls/emails/correspondence with director in relation to various matters
- Collection and scheduling of company records
- Corresponding with landlords agents in respect of leasehold property

- Corresponding with director and director's wife in relation to incorrect credit against company credit card, liaising with bank to resolve issue.
- Corresponding with bank to obtain copy account statements
- Maintaining physical case files and electronic records and updating checklists
- General cashiering
- Case planning, devising a case strategy and case reviews.

The majority of the above work derived no financial benefit for creditors. However, as the Insolvency Profession is a highly regulated industry, we are required to maintain records to demonstrate how the case was administered and to document the reasons for any decisions that materially affect the case.

Compliance with the Insolvency Act, Rules and best practice

The time recorded under this category includes:

- Statutory advertising.
- Undertaking statutory notifications to Companies House and the creditors providing details of our appointment.
- Calculating the required bond and conducting bond reviews.
- Opening and maintaining the liquidators' bank account.
- Issuing notices of lease disclaimer and serving on relevant parties.
- Preparing all statutory reports and returns.
- Undertaking periodic reviews to ensure statutory compliance.

Insolvency practitioners and their staff are required to comply with the provisions of the Insolvency Act and Rules, together with guidance for best practice. As above, the majority of this work derived no financial benefit for creditors, but is a requirement nonetheless.

Investigations

The time recorded under this category included:

- Reviewing the Company's bank statements and transactions through bank account, including listing all connected party transactions and querying with director.
- Requesting the Company's physical books and records, reviewing accounting information available and reconciling with bank statements.
- Reviewing the financial statements in relation to possible unlawful dividends or outstanding loan accounts.
- Reviewing questionnaire provided by director.
- Reporting on the director's conduct to the Department of Business, Energy and Industrial Strategy and subsequent correspondence

We have a statutory duty to investigate the Company's affairs and report to the Department of Business, Energy and Industrial Strategy, however this work has not resulted in any financial benefit to creditors. Please note that the majority of this work is standard practice amongst all insolvencies.

Realisation of assets

The time recorded under this category has largely related to collecting sale proceeds for sale of assets and attempts to recover outstanding book debts and retentions due. This has included:

- Liaising with agents in relation to sale of assets, liaising with landlords regarding payment of rent to enable sale on site.
- Taking receipt of and accounting for sale proceeds received

This work is carried out with a view to achieving maximum realisations for the benefit of creditors but in this case has not resulted in a direct financial benefit to creditors as there is insufficient funds to enable a distribution to creditors.

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

Time recorded under this category included:

- Dealing with creditor correspondence, emails and telephone conversations.
- Maintaining up to date creditor information and amending claims.
- Submitting return to Redundancy Payments Office in respect of employee claims, corresponding with Redundancy Payments Office and dealing with queries from employees.
- Liaising with representatives for ex-employees and assisting with relevant correspondence

This work is unlikely to have any financial benefit to creditors as there will not be any surplus funds available to distribute to creditors. However, best practice means that we should respond to creditor queries in a timely manner and keep up to date details of creditors' claims.

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

Time recorded under this category included:

- Notifying HMRC of the liquidation.
- Submitting the relevant VAT returns to HMRC.
- Seeking creditors approval to fee estimate and records of decisions of creditors.

This work has no direct financial benefit to creditors but is a requirement in order to comply with our duties.

5. ESTIMATED OUTCOME FOR CREDITORS

Details of the sums owed to each class of the Company's creditors were provided in the director's statement of affairs. On the basis of realisations to date we estimate an outcome for each class of the Company's creditors as follows:

Secured creditors

There are no known secured creditors.

Preferential creditors

It is anticipated that the Redundancy Payments Service will have a preferential claim in this matter, although to date we have not received their claim. However, there will be no funds available to enable a distribution to be made to preferential creditors.

Secondary preferential creditors

There are no secondary preferential creditors in this matter.

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

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

No dividend is available for unsecured creditors because the funds realised have already been distributed or used or allocated for defraying the expenses of the liquidation.

6. REMUNERATION & DISBURSEMENTS

Remuneration

Our remuneration has been fixed by a resolution of creditors obtained via a Decision Procedure by way of correspondence by reference to the time properly given by us (as liquidators) and the various grades of our staff calculated at the prevailing hourly charge out rates of Begbies Traynor (Central) LLP in attending to matters arising in the winding up as set out in the fees estimate dated 11 February 2020 in the sum of £17,563.00 and we are authorised to draw disbursements for services provided by our firm and/or entities within the Begbies Traynor group, in accordance with our firm's policy, which is attached at Appendix 2 of this report.

Our time costs for the period from 30 January 2020 to 29 January 2021 amount to £12,839.00 which represents 45.9 hours at an average rate of £279.72 per hour.

The following further information in relation to our time costs and disbursements is set out at Appendix 2:

- ☐ Time Costs Analysis for the period 30 January 2020 to 29 January 2021
- ☐ Begbies Traynor (Central) LLP's charging policy

To 29 January 2021, we have drawn the total sum of £7,508.00 on account of our remuneration, against total time costs of £12,839.00 incurred since the date of our appointment.

Time Costs Analysis

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. Please note that the analysis provides details of the work undertaken by us and our staff following our appointment only.

As can be seen from the information above, and the Time Costs Analysis, our fees estimate has not been exceeded. We are pleased to report that we do not anticipate that it is likely to be exceeded if matters progress to conclusion as envisaged.

Work undertaken prior to appointment

In addition to the post appointment time costs detailed in the Time Costs Analysis, the costs relating to work undertaken prior to our appointment in assisting with the preparation of the statement of affairs and seeking the decisions of creditors on the nomination of liquidators were approved by the director prior to the liquidation. A resolution was sought from creditors that these costs be paid as an expense of the liquidation, however this was not passed due to no votes being received. The liquidators have not sought to seek further agreement of this as there are insufficient funds to cover this fee as well as their remuneration on account.

Disbursements

To 29 January 2021, we have also drawn disbursements in the sum of £346.50

Category 2 Disbursements

In accordance with the resolution obtained in relation to disbursements, the following disbursements which should be treated as Category 2 disbursements have been charged to the case since the date of our appointment.

Other amounts paid or payable to any party in which the office holder or his firm or any ass has an interest	
Type and purpose	Amount £
Eddisons Commercial Ltd, which is a member of the Begbies Traynor group, has provided valuation services and dealt with the sale of the company's assets via auction. The purpose of obtaining such services was to maximise asset realisations.	£2,354.32 – Valuation fee and commission on assets
	£234.53 – expenses relating to sale of assets
TOTAL	£2,588.85

A copy of 'A Creditors' Guide to Liquidators Fees (E&W) 2017' which provides guidance on creditors' rights on how to approve and monitor a Liquidator's remuneration and on how the remuneration is set can be obtained online at www.begbies-traynor.com/creditorsguides Alternatively, if you require a hard copy of the Guide, please contact our office and we will arrange to send you a copy.

7. LIQUIDATORS' EXPENSES

A statement of the expenses incurred during the period of this progress report is attached at Appendix 3.

Expenses actually incurred compared to those that were anticipated

Creditors will recall that we estimated that the expenses of the liquidation would total between £2,126.04 and £2,326.04. We consider that, in addition to those already incurred, the expenses which we are likely to incur to the conclusion of the case will slightly exceed our original estimate. The reasons why the estimate has been exceeded is due to agents' fees for the sale of assets being slightly higher than anticipated and a couriers fee being incurred in order to recover the company's records.

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

Assets that remain to be realised

There are no assets remaining to be realised.

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

The work that remains to be done is mainly to complete our statutory and administrative tasks in order to bring the case to a close. This work will consist of the administrative tasks as detailed under the headings in section 4

of this report above, as well as liaising with HMRC to obtain the necessary tax clearances, preparing a final return and account of the liquidation and submitting this to Companies House.

How much will this further work cost?

The cost of this remaining work will be within the level of our current fees estimate as referred to in section 6 of this report. However as there are no surplus funds remaining in the estate, the liquidators will not be drawing any further remuneration in respect of this work.

Expenses

Details of the expenses that we expect to incur in connection with the work that remains to be done referred to above are as set out in the estimate of anticipated expenses sent to creditors on 11 February 2020 which included all of the expenses that we anticipate that we will incur throughout the liquidation, subject to the slight increases mentioned above.

9. OTHER RELEVANT INFORMATION

Investigations and reporting on director's conduct

You may be aware that a liquidator has a duty to enquire into the affairs of an insolvent company to determine its property and liabilities and to identify any actions which could lead to the recovery of funds. In addition, a liquidator is also required to consider the conduct of the Company's directors and to make an appropriate submission to the Department for Business Energy and Industrial Strategy. We can confirm that we have discharged our duties in these respects.

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.

10. 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.

11. CONCLUSION

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

A handwritten signature in black ink, appearing to be 'Julie Palmer', written in a cursive style.

Julie Palmer
Joint Liquidator

Dated: 3 February 2021

ACCOUNT OF RECEIPTS AND PAYMENTS

Period: 30 January 2020 to 29 January 2021

Statement of Affairs		From 30/01/2020 To 29/01/2021
£		£
	ASSET REALISATIONS	
2,000.00	Motor Vehicles	NIL
4,500.00	Plant & Machinery	10,443.20
500.00	Stock	NIL
	Bank Interest Gross	1.37
		<u>10,444.57</u>
	COST OF REALISATIONS	
	Liquidators' Fees	7,508.00
	Liquidators' Expenses	346.50
	Agents/Valuers Fees	2,354.32
	Agents/Valuers Disbursements	<u>234.53</u>
		-10,443.35
	PREFERENTIAL CREDITORS	
-964.64	Employees re Arrears/Hol Pay	<u>NIL</u>
		NIL
	UNSECURED CREDITORS	
-45,913.59	Banks/Institutions	NIL
-12,506.06	Employees	NIL
-1,243.49	HMRC (non VAT)	NIL
-10,216.76	HMRC (VAT)	NIL
-60,909.16	Trade Creditors	<u>NIL</u>
		NIL
	DISTRIBUTIONS	
-100.00	Ordinary Shareholders	<u>NIL</u>
		NIL
<u>124,853.70</u>		<u><u>1.22</u></u>
	REPRESENTED BY	
	Bank 1 Current	1.19
	Vat Control Account	<u>0.03</u>
		<u><u>1.22</u></u>

TIME COSTS AND DISBURSEMENTS

- a. Begbies Traynor (Central) LLP's charging policy;
- b. Time Costs Analysis for the period from 30 January 2020 to 29 January 2021

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):

- Car mileage is charged at the rate of 45 pence per mile;
- Storage of books and records (when not chargeable as a *Category 1 disbursement*) is charged on the basis that the number of standard archive boxes held in storage for a particular case bears to the total of all archive boxes for all cases in respect of the period for which the storage charge relates.

Expenses which should be treated as Category 2 disbursements (approval required) – in addition to the two categories referred to above, best practice guidance indicates that where payments are to be made to outside parties in which the office holder or his firm or any associate has an interest, these should be treated as Category 2 disbursements.

(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

Services provided by other entities within the Begbies Traynor group

The following items of expenditure which relate to services provided by an entity within the Begbies Traynor group, of which the office holder's firm is a member, are also to be charged to the case (subject to approval):

Eddisons Commercial Ltd may be instructed to provide further valuation services and to dispose of any future assets. They charge £750 plus disbursements plus VAT for completing the valuation report. They also charged 10% of realisations plus disbursements plus VAT for disposing the Company's assets.

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

² Ibid 1

It may also become necessary to instruct Eddisons Commercial Limited to provide additional services, not currently anticipated, during the course of the case. In such circumstances and to avoid the costs associated with seeking further approval, the charges for such services will be calculated on a time costs basis at the prevailing hourly rates for their various grades of staff which are currently as follows:

Grade of staff	Charge-out rate (£ per hour)
Director	£275
Associate	£180
Surveyor	£120
Graduate	£100
Administration	£80
Porters	£35

Instruction of Eddisons Insurance Services Limited to provide insurance broking services and specifically open cover insurance for the insurable risks relating to the case. The cost of open cover insurance will vary during the course of the case depending upon the value of the assets and liability risks. The costs of insurance cover for quarter periods will be dependent upon prevailing insurance market conditions and the ongoing insurable risks on the case. Eddisons Insurance Services Limited is not paid from the assets of the estate for the services it provides. In accordance with standard insurance industry practice, Eddisons Insurance Services Limited will receive payment of commission for the services it provides directly from the open cover insurer. The commission is calculated as a percentage of the insurance premiums payable and such percentage will depend upon the class or classes of assets being insured.

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 Salisbury 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.

Staff Grade	Consultant/Partner	Director	Supr Mngt	Mngt	Asst Mngt	Supr Admin	Admin	Int Admin	Support	Total hours	Time Cost £	Average hourly rate £
General Case Administration and Planning	Case planning		1.3	3.3						4.6	1,652.00	359.13
	Administration		1.2	4.5			6.8			12.5	3,216.50	257.32
	Total for General Case Administration and Planning:		2.5	7.8			6.8			17.1	4,868.50	284.71
	Compliance with the Insolvency Act, Rules and best practice			1.7						1.7	596.50	345.00
	Appointment			0.3					4.3	4.6	705.50	153.37
Compliance with the Insolvency Act, Rules and best practice	Banking and Bonding											
	Case Closure											0.00
	Statutory reporting and statement of affairs		2.0	1.9						3.9	1,445.50	370.64
	Total for Compliance with the Insolvency Act, Rules and best practice:		2.0	3.9					4.3	10.2	2,737.50	268.38
	GDPA and investigations			3.3			7.2			10.5	2,398.50	228.43
Investigations	Total for Investigations:			3.3			7.2			10.5	2,398.50	228.43
Realisation of assets	Debt collection											0.00
	Property, business and asset sales			0.5						0.5	172.50	345.00
	Retention of Title/Third party assets			0.4						0.4	138.00	345.00
	Total for Realisation of assets:			0.9						0.9	310.50	345.00
	Trading											0.00
Dealing with all creditors claims (including employees), correspondence and distributions	Total for Trading:											0.00
	Secured											0.00
	Others		0.1	4.4						4.5	1,557.50	346.11
	Creditors committee											0.00
	Total for Dealing with all creditors claims (including employees), correspondence and distributions:		0.1	4.4						4.5	1,557.50	346.11
Other matters which includes seeking decisions of creditors, meetings, tax, litigation, pensions and travel	Seeking decisions of creditors			1.8						1.8	621.00	345.00
	Meetings											0.00
	Other											0.00
	Tax		0.7	0.2						0.9	345.50	383.89
	Litigation											0.00
	Total for Other matters:		0.7	2.0						2.7	986.50	357.98
	Total hours by staff grade:		5.3	22.3			14.0		4.3	45.9		
	Total time cost by staff grade:		2,093.50	7,893.50			2,450.00		602.00		12,839.00	
	Average hourly rate £:	0.00	395.00	345.00		0.00	175.00	0.00	140.00		7,508.00	279.72
	Total fees drawn to date £:											

STATEMENT OF EXPENSES

Type of expense	Name of party with whom expense incurred	Amount incurred £	Amount discharged £	Balance (to be discharged) £
Expenses incurred with entities <i>not</i> within the Begbies Traynor Group				
Couriers	There Today Couriers	110.00	110.00	0.00
Statutory Advertising	Courts Advertising	171.70	171.70	0.00
Statutory Bonding	Marsh Ltd	20.00	20.00	0.00
Statutory Bonding	Marsh Ltd	20.00	20.00	0.00
Storage	Restore	29.80	24.80	5.00
Expenses incurred with entities within the Begbies Traynor Group (<i>for further details see Begbies Traynor Charging Policy</i>)				
Agents and Valuers Fees	Eddisons Commercial Ltd	2,354.32	2,354.32	0.00
Agents and Valuers Expenses	Eddisons Commercial Ltd	234.53	234.53	0.00