

AM10

Notice of administrator's progress report



Companies House

THURSDAY



A8J5W72Q

A15

28/11/2019

#131

COMPANIES HOUSE

1 Company details

Company number 0 8 3 7 3 3 7 2

Company name in full Killashee House Limited

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

2 Administrator's name

Full forename(s) Simon

Surname Thomas

3 Administrator's address

Building name/number 88 Wood Street

Street London

Post town EC2V 7QF

County/Region

Postcode

Country

4 Administrator's name ①

Full forename(s) Tom

Surname Straw

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

5 Administrator's address ②

Building name/number 88 Wood Street

Street London

Post town EC2V 7QF

County/Region

Postcode

Country

② Other administrator
Use this section to tell us about
another administrator.

AM10

Notice of administrator's progress report

6 Period of progress report

From date	d	1	d	3	m	0	m	5	y	2	y	0	y	1	y	9
To date	d	1	d	2	m	1	m	1	y	2	y	0	y	1	y	9

7 Progress report

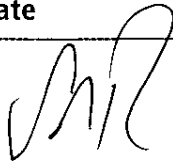
☒ I attach a copy of the progress report

8 Sign and date

Administrator's
signature

Signature

X



X

Signature date

d	2	d	6	m	1	m	1	y	2	y	0	y	1	y	9
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AM10

Notice of administrator's progress report



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 **Jack Jones**

Company name **Moorfields**

Address **88 Wood Street**
London

Post town **EC2V 7QF**

County/Region

Postcode

Country

DX

Telephone **0207 186 1144**



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



Killashee House Limited (In Administration)

Joint Administrators' First Progress Report

in accordance with

Rule 18.6 of the Insolvency (England & Wales) Rules 2016

26 November 2019

Delivered to Creditors on 26 November 2019

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Disclaimer:

This report has been prepared for the sole purpose of updating creditors for information purposes. 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 for any purpose other than updating them for information purposes, or by any other person for any purpose whatsoever.

Killashee House Limited – In Administration (“the Company”)

1. Background and Statutory Information

This is the Joint Administrators’ first progress report on the conduct of the Administration from 13 May 2019 to 12 November 2019 in accordance with the requirements of Rule 18.6 of the Insolvency (England & Wales) Rules 2016 (“the Rules”).

This report should be read in conjunction with the Joint Administrators’ Statement of Proposals (“the Proposals”) circulated to all known creditors on 3 July 2019. The Proposals were approved as circulated in accordance with Rule 3.38 of the rules. There has been no major deviation from the strategy as proposed.

The Company entered Administration on 13 May 2019 and Simon Thomas and Nicholas O’Reilly, both Licensed Insolvency Practitioners of Moorfields Advisory Limited (“Moorfields”), 88 Wood Street, London EC2V 7QF, were appointed to act as Joint Administrators.

Tom Straw, also of Moorfields, replaced Nick O’Reilly as Joint Administrator by Order of the Court dated 18 October 2019.

To date no fees have been drawn in respect of the Administration. Further information regarding fees is given in Section 4.

Based on current information, there will be no distribution to the unsecured creditors other than by virtue of the Prescribed Part, details of which are further provided in Section 6.

Statutory information relating to the Company and the Joint Administrators’ appointment is attached at Appendix I.

The affairs, business and property of the Company are managed by the Joint Administrators who act as agents of the Company and contract without personal liability.

2. Progress of the Administration

The Administrators sought to achieve objective (b) of Schedule B1 of the Insolvency Act 1986, by either orchestrating a sale of the Company’s business and assets as a going concern or, alternatively, an orderly winding down of the business to enable asset realisations in respect of the equine stock to be maximised.

The Administrators have not been provided with a Statement of Affairs for the Company. In the absence of a Statement of Affairs the Joint Administrators prepared an estimate of the financial position of the Company as at the date of their appointment from the records of the Company, which was provided with the Proposals.

The Joint Administrators’ receipts and payments account for the period 13 May 2019 to 12 November 2019 is attached at Appendix II together with a trading account.

2.1 Trading Receipts and Payments Account

Given the immediate nature of our appointment and uncertainty regarding trading forecasts, the Joint Administrators secured a trading loan from CTW Northern Ltd ("CTW") in the sum of £50,000, being a company funded by the same Trust as WIPP Limited ("the Secured Lender") and with common Trustees. The Joint Administrators are currently discussing the repayment position with both CTW and the secured lender with a view to transferring the liability to another company.

The Joint Administrators traded the Company for the period from 13 May 2019 to 14 August 2019. As previously reported, the initial strategy was to effect a sale of the business as a going concern to the directors. An offer was forthcoming from Mr De Burca to acquire the business and assets in situ, however, this was not deemed to be acceptable to either the Joint Administrators or the Secured Lender as sufficient proof of funding was not provided, and agents advice suggested a higher realisation may be achieved following an extensive marketing campaign and private treaty sale of Worsall Grange.

Mr De Burca was invited to submit his best and final offer, complete with proof of funding, by 14 June 2019. Unfortunately, an acceptable offer was not forthcoming and, therefore, the Joint Administrators took steps to commence an orderly winding down of the business.

A trading account summary is included at Appendix II. The Joint Administrators would comment specifically as follows:

Sales

Total sales of £28,240, net of VAT, were generated during the trading period. No further sales are expected to be made as this figure relates to care of horses on site and no horses now remain.

Trading Expenditure

The main costs during the trading period relates to staff costs which totalled £38,136 and security costs totalling £42,842. Other trading expenses totalled £32,505 and are detailed in the trading receipt and payments account at Appendix II.

2.2 Asset Realisation

Book Debts

Outstanding debtors at the date of our appointment totalled £73,182. After a review of disputed debts and debts with right to set-off, it was estimated that approximately £29,131 would be realised. To date , book debt realisations total £23,561.

Cover Fees

Cover Fees of £3,050 were realised for the period. These are fees paid to the Company in respect of successful coverings by the Company's stallions.

Equine Stock

Sales of horses owned or part-owned by the Company in the period amounted to £108,200. The sales were conducted by Kivells auctioneers. All horses owned by the Company have now been sold.

Plant and Machinery

A trailer owned by the Company was sold for £1,100.

Bank Interest

Interest earned on funds held in the Administration bank accounts amount to £18.

2.3 Assets Still to be Realised

Land and Building

The Company's freehold land and buildings comprise circa 172 acres of agricultural land, a three-bedroom farm house and a number of farm and equestrian buildings, all known as Worsall Grange Farm.

The Administrators have instructed agents, Carter Jones, to market Worsall Grange Farm for sale. The agents have generated some interest and it is hoped that an acceptable offer will be forthcoming shortly.

Book Debts

The Joint Administrators continue to pursue the outstanding book debts.

Covering Fees

The Joint Administrators continue to pursue the outstanding Covering fees.

Stabling and Horse Walker

An offer to purchase the land and buildings may include the stabling and horse walker. If a purchaser does not require them, the Joint administrators will seek to realise their value.

Investments

The Company held a 50% shareholding in CTW. The value of the secured debt exceeded the value of the assets and having taken valuation advice the shares were sold for a nominal sum, with the added protection of an anti-embarrassment clause.

2.4 Sale of Assets to a Connected Party

In accordance with Statement of Insolvency Practice ("SIP") 13, England & Wales, the Joint Administrators confirm there have been no sales to connected parties in the period of the Administration or in the two years preceding the Administration Order.

2.5 Joint Administrators' Expenses

The expenses paid by the Joint Administrators in the period of this report are reflected in the receipts and payments account at Appendix II.

The statement excludes any potential tax liabilities that may be payable as an expense of the Administration in due course because amounts due will depend upon the position at the end of the tax accounting period.

2.6 Professional Advisers

The Joint Administrators have used the professional advisers listed below, during the period:

Name of Adviser	Brief description of services provided	Basis of fee arrangement	Costs incurred in the period (£)	Costs paid in the period (£)	Amount unpaid (£)
Weatherbys GBS Ltd	Passport services for horses	Fixed Fee	4,010	4,010	-
Charlotte Hunkin	Equine Management Consultant	Fixed Fee	488	488	-
James Delahooke LLP	Equine Management Consultant	Fixed Fee	500	500	-
Stroud Coleman Bloodstock	Equine Management Consultant	Fixed Fee	1,850	1,850	-
Stud Management Advisory	Equine Management Consultant	Time Costs	648	648	-
Moon Beaver	Legal advice	Fixed fee	40,205	4,100	36,105
Kivells	Transport, vet services, advertising	Fixed fees Disbursements	43,873	43,873	-
C&C Transport	Horse transport		550	550	-
Courts Advertising	Statutory advertising	Fixed	87	87	-
Veritas	Security	Fixed	550	550	-
MAPS	Security	Fixed	84,559	43,636	40,923

The Joint Administrators' choice was based upon their perception of the advisers' experience and ability to perform this type of work, the complexity and nature of the assignment and the basis of the fee arrangement with them. The Joint Administrators have reviewed the fees charged and are satisfied that they are reasonable in the circumstances of the case.

3. Pre-administration Costs

The Joint Administrators incurred time costs of £6,800 prior to their appointment but will not be seeking payment of these time costs.

4 Joint Administrators' Remuneration

The statutory provisions relating to remuneration are set out in Rule 18.16 of the Rules. Further information about creditors' rights can be obtained by visiting the creditors' information micro-site published by the Association of Business Recovery Professionals (R3) at <http://www.creditorinsolvencyguide.co.uk/>. Details about how an office holder's fees may be approved for each case type are available in a series of Guidance Notes issued with SIP 9, and they can be accessed at <http://www.icaew.com/en/technical/insolvency/creditors-guides>. Please refer to the April 2017 version. Please note that we have also provided further details in the practice fee recovery sheet.

In accordance with the Proposals, and pursuant to Rule 18.18 of the Rules, approval for remuneration will be sought from the secured creditors and on the basis that the Joint Administrators' remuneration be fixed by reference to time properly given by them and their staff in attending to matters arising in the Administration.

When the Joint Administrators seek approval for their fees on a time cost basis they have to provide a fee estimate. That estimate acts as a cap on the Administrators time costs so that they cannot draw fees of more than the total estimated time costs without further approval from those who approved the fees.

As reported in the Proposals, the Joint Administrators estimated that they would incur time costs of £165,127 at a "blended" rate of £352 per hour for dealing with the Administration.

To date, the Joint Administrators and their staff have incurred time costs of £320,662, which are in excess of the initial estimate of £165,127. The primary reason for the increase in time incurred by the Joint Administrators and their staff is the significant difficulties encountered whilst trading the business, due to a lack of detail and documentation regarding horse ownership and difficulties in managing the site following the death of one of the Directors who had been assisting the Administrators.

For the above reasons, the Joint Administrators are issuing a revised fee estimate of £382,165, at a blended rate of £292.10, a summary of which is attached at Appendix V.

Attached at Appendix III is a SIP 9 time and cost analysis which provides details of the activity costs incurred by staff grade by reference to time properly spent by the Joint Administrators and their staff in managing the Administration during this period. As mentioned above, time costs for the period from 13 May 2019 to 12 November 2019 are £320,662. This represents 976 hours at an average hourly rate of £328 per hour.

It is the Joint Administrators' policy to delegate the routine administrative tasks to less senior staff in order to maximise the cost effectiveness of the work performed. These staff are supervised by senior staff and the Joint Administrators. Any matter of complexity or significance is dealt with by the senior staff on the team and the Joint Administrators.

There is certain work that the Joint Administrators are required by the insolvency legislation to undertake in connection with the administration that provides no financial benefit for the creditors. Attached at Appendix IV is a schedule detailing activities undertaken together with supporting information in accordance with SIP 9. This also contains additional information in relation to this firm's policy on staffing, disbursements and details of our current charge-out rates by staff grade.

5. Joint Administrators' Disbursements

All expenses and disbursements paid by the Joint Administrators are reflected in the receipts and payments account at Appendix II.

In accordance with SIP 9, where expenses are incurred by Moorfields in respect of the insolvent estate they may be recharged. Such expenses can be divided into two categories, details of which are provided at Appendix IV.

Category 1 Disbursements

In line with SIP 9, it is our policy to disclose Category 1 disbursements drawn but not to seek approval for their payment. We are prepared to provide such additional information as may reasonably be required to support the disbursements drawn.

The Joint Administrators' have incurred Category 1 disbursements of £7,798 during the period which remain unpaid and details of which are below:

Accommodation	2,415	-	2,415
Subsistence	1016	-	1016
Bordereau	106	-	106
Conference Call	25	-	25
Postage	137	-	137
Land Registry	6	-	6
Software subscription	130	-	130
Petty Cash	500	-	500
Travel	3,131	-	3,131
Staff Welfare	332	-	332
Total	7,798	-	7,798

Category 2 Disbursements

Category 2 disbursements do require approval from creditors. These disbursements can include costs incurred by Moorfields for the provision of services which include an element of recharged overhead, for example, room hire or document storage. SIP 9 provides that such disbursements are subject to approval as if they were remuneration.

The Joint Administrators' have incurred Category 2 disbursements of £60 during the period which remain unpaid and details of which are below:

Portal set-up fee	50	-	50
Photocopying Costs	10	-	10
Total	60	-	60

It is our policy, in line with the Statement, to advise of any Category 2 disbursements before they are drawn.

The Joint Administrators intend to seek the authority of the secured creditors to drawing these disbursements in due course.

6. Prescribed Part

Under the provisions of Section 176A of the Insolvency Act 1986 the Administrators must state the amount of funds available to unsecured creditors in respect of the Prescribed Part. This provision only applies where the company has granted a floating charge to a creditor after 15 September 2003.

The Prescribed Part (section 176A of the Insolvency Act 1986 (Prescribed Part) Order 2003) applies where there are floating charge realisations, net of costs and preferential claims (the 'net property'), to be set aside for unsecured creditors. This equates to:

- 50% of net property up to £10,000
- Plus, 20% of net property in excess of £10,000
- Up to a maximum of £600,000.

The Company's net property is the amount of its property subject to any floating charges created by the Company after allowing for costs and claims of preferential creditors.

The Company granted a floating charge to the Secured Lender on 15 May 2018 and the Prescribed Part provisions will therefore apply.

Based on present information the Joint Administrators estimate that, after allowing for costs, there will be no net property from which to retain and distribute the Prescribed Part.

7. Estimated Outcome for Creditors

Secured Creditors

The Secured Lender holds fixed and floating charges over the Company's assets. At the date of the Administration the indebtedness was estimated at £3.5m.

As detailed in Section 6, a floating charge was granted in favour of the Secured Lender on 15 May 2018 and the Prescribed Part would therefore ordinarily apply. Based on present information it is anticipated that all floating charge realisations will be defrayed in the costs and expenses of the administration and there will be no net property available to create a Prescribed Part.

Preferential Creditors

The Company had no employees and, accordingly, there are no anticipated preferential claims.

Unsecured Creditors

The Joint Administrators have not been provided with a Statement of Affairs or details of the trade creditors of the Company. To date, claims totalling £317,819 have been received from nine creditors.

No defined clarification of creditors' claims has been undertaken. Based on current information, and in accordance with information available at the time of the Joint Administrators' Proposals, the Joint Administrators do not anticipate there being sufficient funds to enable a distribution to be paid to the unsecured creditors of the Company.

8. Investigations

In accordance with the Company Directors Disqualification Act 1986 the Joint Administrators would confirm that they have submitted a report on the conduct of the Directors of the Company to the Department for Business Energy & Industrial Strategy. As this is a confidential report, the contents cannot be disclosed.

To complete this report a review of the Company's financial accounts, bank statements and directors' questionnaires was undertaken regarding the period leading up to the Administration to ascertain whether or not there had been any misconduct by the director in the form of any preference payments, transactions at an undervalue or wrongful trading.

The Joint Administrators investigations remain ongoing. An update will be provided in the next report to creditors.

If creditors wish to bring any matters, they believe to be relevant to the attention of the Joint Administrators, they are invited to do so in writing to Simon Thomas and Tom Straw at Moorfields, 88 Wood Street, London EC2V 7QF.

9. Exit from Administration

As outlined in the Proposals, it is the Joint Administrators' intention to exit the Administration by filing notice of dissolution with the Registrar of Companies as there are expected to be insufficient funds to enable a distribution to unsecured creditors. The Company will then automatically be dissolved by the Registrar of Companies, three months after the notice is registered.

The Joint Administrators will seek to be discharged from liability under Paragraph 98(3) of Schedule B1 to the Insolvency Act 1986 immediately upon their appointment as Joint Administrators ceasing to have effect.

10. Creditors' Rights

Within 21 Days of the delivery of this report, a secured creditor, or an unsecured creditor (with concurrence of at least 5% in value of the unsecured creditors) may

request in writing that the Joint Administrators provide further information about their remuneration or expenses (other than pre-administration costs) which have been itemised in this progress report.

Any secured creditor, or an unsecured creditor (with the concurrence of at least 10% in value of the unsecured creditors) may within 8 weeks of receipt of this progress report make an application to court on the grounds that the basis fixed for the Joint Administrators' remuneration, the remuneration charged, or the expenses incurred by the Joint Administrators as set out in the progress report are excessive (Rule 18.34).

Further Information

To comply with the Provision of Services Regulations, some general information about Moorfields , including about our complaints policy and Professional Indemnity Insurance, can be found at <http://www.moorfieldscr.com/terms-and-conditions>.

In accordance with the provisions of the General Data Protection Regulations the lawful basis for processing your personal data is in order to comply with my legal obligations set out in the Insolvency Legislation, the purpose of processing the data is to administer the insolvent estate. Your data will be retained by me for 6 years and 3 months following my vacation of office. Further details regarding how we process your personal data can be found in our Privacy policy located here: <https://www.moorfieldscr.com/privacy-policy>

Ethics

Finally, as an Insolvency Practitioner, when carrying out all professional work relating to my appointment as Joint Administrator, I would confirm that I am bound by the Insolvency Code of Ethics. I can confirm that no threats to the Fundamental Principles exist.

If you have any queries regarding this report, please contact Jack Jones of this office in the first instance.

I will report to you again at the conclusion of the Administration or in six months' time, whichever is the sooner.

For and on behalf of
Killashee House Limited



S R Thomas
Joint Administrator

DDI 0207 186 1153
Fax 0207 186 1177
Email jjones@moorfieldscr.com

The Joint Administrators now manage the affairs, business and property of the Company. The Joint Administrators act as agents only and without personal liability.

Killashee House Limited Statutory Information

Company Information

Company Name	Killashee House Limited
Company Number:	08373372
Registered Office:	c/o Moorfields, 88 Wood Street, London EC3V 7QF
Trading Address:	Worsall Grange Farm Low Worsall Low Worsall North Yorkshire TS15 9PQ
Principal Activity:	Raising of Horses and Other Equines

Appointment details

Current Joint Administrators:	Simon Thomas and Tom Straw (IP numbers 8920 & 23850)
Joint Administrators' address:	Moorfields, 88 Wood Street London EC2V 7QF
Date of appointment:	Simon Thomas - 13 May 2019 Tom Straw – 18 October 2019
Previous Joint Administrators	Nicholas O'Reilly of Moorfields, 88 Wood Street London EC2V 7QF (IP number 8309) Appointed on 13 May 2019 until 18 October 2019
Court:	High Court of Justice
Court Reference:	CR-2019-003203
Appointed by:	Qualifying Floating Charge Holder – WIPP Ltd
Functions:	Any act required or authorised under any enactment to be done by an Administrator may be done by either or both of the Joint Administrators acting jointly or alone.
EU Regulations:	The Company's registered office is from where the Company carries on its business. Therefore, in the absence of proof to the contrary, the Company's centre of main interests is in the United Kingdom and as such these proceedings will be the main proceedings as defined in article 3 of the EU regulation.
Extensions:	The Joint Administrators have not sought an extension to the period defined by Paragraph 76(1) of Schedule B1 of the Act that provides for the automatic end of the Administration after 12 months from the date of appointment.

**Killashee House Limited
(In Administration)
Joint Administrators' Trading Account**

Appendix II

Statement of Affairs £	From 13/05/2019 To 12/11/2019 £	From 13/05/2019 To 12/11/2019 £
POST APPOINTMENT SALES		
Customer Fees	27,739.63	27,739.63
Feed & Fodder	500.00	500.00
	<u>28,239.63</u>	<u>28,239.63</u>
TRADING EXPENDITURE		
Direct Labour	38,135.75	38,135.75
Farrier	5,257.50	5,257.50
Feed	16,646.24	16,646.24
Fence Hire	1,200.00	1,200.00
Field Hire	2,000.00	2,000.00
Fuel	3,310.15	3,310.15
Handyman	7,950.00	7,950.00
IT Services	1,066.25	1,066.25
Security Costs	42,841.53	42,841.53
Shavings, hay & straw	9,558.66	9,558.66
Straw	2,335.80	2,335.80
VET/Chiropractor	14,337.77	14,337.77
Veterinary Supplies	116.67	116.67
	<u>(144,756.32)</u>	<u>(144,756.32)</u>
TRADING SURPLUS/(DEFICIT)	<u>(116,516.69)</u>	<u>(116,516.69)</u>

Killashee House Limited
(In Administration)
Joint Administrators' Summary of Receipts & Payments

Appendix II

Statement of Affairs £	From 13/05/2019 To 12/11/2019 £	From 13/05/2019 To 12/11/2019 £
ASSET REALISATIONS		
Bank Interest Gross	18.71	18.71
Book Debts	23,561.05	23,561.05
Contribution to Costs	50,000.00	50,000.00
Cover Fees	3,050.00	3,050.00
Equine Stock - Killashee/Wipp	108,200.37	108,200.37
Plant & Machinery	1,100.00	1,100.00
Trading Surplus/(Deficit)	(116,516.69)	(116,516.69)
	69,413.44	69,413.44
COST OF REALISATIONS		
Auctioneers Commission	17,089.75	17,089.75
Auctioneers Expenses	15,679.34	15,679.34
Equine Agent Fees	4,439.85	4,439.85
Haulage	9,825.60	9,825.60
Horse Passports	3,810.00	3,810.00
Legal fees	4,100.00	4,100.00
Re-Direction of Mail	313.00	313.00
Security - post trading	1,094.94	1,094.94
Statutory Advertising	87.48	87.48
Veterinary Services - Kivells	1,827.74	1,827.74
	(58,267.70)	(58,267.70)
	11,145.74	11,145.74
REPRESENTED BY		
Bank 2 Current account		3,944.67
Bank 2 IB Current		27,474.72
Sale Suspense Account - WIPP Ltd		(24,964.63)
Vat Control Account		6,246.33
Vat Payable		(25,922.93)
Vat Receivable		24,367.58
		11,145.74

Note:

- Funds are held in interest-bearing bank accounts.
- The Administrators have not been provided with a Statement of Affairs for the Company. Please refer to the Proposals for an estimate of the financial position of the Company, as at the date of Administration, prepared from the records of the Company.

Time Entry - Detailed SIP9 Time & Cost Summary

KILL001 - Killashee House Limited
From: 13/05/2019 To: 12/11/2019
Project Code: POST

Appendix III

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
11 : Administrative Set Up	0.00	0.00	1.00	0.00	1.00	300.00	300.00
12 : Appointment Notification	0.00	0.50	2.50	0.00	3.10	810.00	261.29
14 : Statutory Reporting	0.50	6.70	12.50	0.00	19.80	6,529.50	329.77
15 : Case Monitoring	0.40	1.40	42.00	0.00	43.80	12,206.00	278.68
16 : IPS Case Set Up	0.00	0.10	0.40	0.00	0.50	147.00	294.00
17 : General Administration	0.00	0.00	63.60	0.00	63.60	16,215.00	254.95
18 : Cashiering	0.00	0.10	8.50	25.00	33.70	7,269.00	215.70
19 : Partner Review	5.75	0.00	0.00	0.00	5.75	3,133.75	545.00
10 : Case Planning	7.00	13.85	18.80	0.00	39.65	14,841.50	374.31
1003 : Travel	0.00	0.00	6.00	0.00	6.00	1,530.00	255.00
70 : Post appoint VAT and CT returns	0.00	0.00	2.90	0.00	2.90	787.50	271.55
80 : Case closure	0.00	0.00	0.00	0.60	0.60	117.00	195.00
Admin & Planning	13.75	22.65	158.40	25.60	220.40	63,886.25	289.87
71 : Other Assets	0.00	4.90	0.00	0.00	4.90	2,079.00	424.29
1061 : Sale of Share	1.30	1.50	0.00	0.00	2.80	1,383.50	494.11
30 : Freehold / Leasehold Property	0.70	4.10	20.70	0.00	25.50	7,861.00	308.27
31 : Plant and Machinery	1.00	0.40	1.20	0.00	2.60	1,035.00	398.08
32 : Motor Vehicles	0.00	0.10	0.40	0.00	0.50	155.00	310.00
33 : Assets on Finance	0.00	0.90	1.70	0.00	2.60	848.50	326.35
34 : Debtors	0.00	1.00	22.00	0.00	23.00	6,076.00	264.17
35 : Sale of Business	0.30	4.40	0.00	0.00	4.70	2,143.50	456.06
36 : Identifying, Securing, Insuring	9.00	2.60	19.10	0.00	30.70	11,267.50	367.02
37 : Relention of Title	0.00	0.30	0.00	0.00	0.30	135.00	450.00
38 : Asset related legal Matters	1.00	0.00	0.80	0.00	1.80	765.00	425.00
39 : Stock	2.70	79.20	23.30	0.00	105.20	43,053.00	409.25
Asset Realisation	16.00	99.40	89.20	0.00	204.60	76,802.00	375.38
72 : Legal Matters	1.20	20.20	0.00	0.00	21.40	9,744.00	455.33
Case Specific Matters	1.20	20.20	0.00	0.00	21.40	9,744.00	455.33
50 : Creditor Correspondence	0.00	2.50	7.10	0.00	9.60	2,983.50	310.78
51 : Unsecured creditor claims	0.20	1.50	3.80	0.00	5.50	1,753.00	318.73
52 : Secured creditor claims/Reporting	3.00	2.70	0.00	0.00	6.40	3,028.50	473.20
63 : Secured creditor reports	0.00	0.70	0.00	0.00	0.70	315.00	450.00
Creditors	3.20	7.40	11.60	0.00	22.20	8,080.00	363.96
20 : SIP2 Review	0.00	0.00	3.00	0.00	3.00	765.00	255.00
21 : CDDA Reports	0.50	1.40	8.20	0.00	10.10	2,993.50	296.39
22 : Antecedent Transactions	0.00	0.00	0.20	0.00	0.20	51.00	255.00
Investigations	0.50	1.40	11.40	0.00	13.30	3,809.50	286.43
40 : Management of Operations	48.00	36.20	391.60	0.00	475.80	149,932.00	315.12

Time Entry - Detailed SIP9 Time & Cost Summary

Appendix III

KILL001 - Killashee House Limited
From: 13/05/2019 To: 12/11/2019
Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
41 : Accounting for Trading	0.00	12.30	0.00	0.00	12.30	5,535.00	450.00
42 : On going employee issues	0.00	2.70	0.00	0.00	2.70	1,215.00	450.00
43 : Planning Trading	0.40	3.20	0.00	0.00	3.60	1,658.00	460.56
Trading	48.40	54.40	391.60	0.00	494.40	158,340.00	320.27
Total Hours	83.05	205.45	662.20	25.60	976.30	320,661.75	328.45
Total Fees Claimed						0.00	

Killashee House Limited – In Administration

Explanation of office-holders charging and disbursement recovery policies

In accordance with best practice we provide below details of policies of Moorfields, in respect of fees and disbursements for work in relation to insolvency estates.

This summary outlines the activities undertaken during this matter to date together with details of charge out rates for time costs incurred and the basis of disbursements incurred and recharged.

The activities are summarised as follows:

Administration and planning

The following activities have been undertaken:

- Statutory duties associated with the appointment including the filing of relevant notices;
- Notification of the appointment to creditors, members, employees and other interested parties;
- Setting up of case files
- Reviewing available information to determine the appropriate strategy;
- Setting up and maintaining bank accounts;
- Implementing the strategy for the Administration;
- 6 monthly progress review of the case;
- Completion of statutory returns to the Insolvency Compliance Unit of the Department for Business Energy & Industrial Strategy
- Cashiering; and
- Completing and submitting post appointment tax and VAT returns to HM Revenue & Customs.

Staff of different levels were involved in the above activities depending upon the experience required.

Realisation of assets

Appendix II shows the realisations made for the benefit of the creditors. The time spent includes the following matters:

- Arranging suitable insurance over assets;
- Regularly monitoring the suitability and appropriateness of the insurance cover in place;
- Corresponding with debtors and attempting to collect outstanding book debts;
- Instructing agents to value known assets;
- Liaising with agents to realise known assets;
- Instructing agents to assist with the welfare of the horses;
- Instructing solicitors to assist in the realisation of assets;
- Obtaining details from mortgagees about debts secured over the Company's freehold/leasehold property; and

- Instructing solicitors to assist in the realisation of the freehold/leasehold property.

Creditors

The time spent includes the following matters:

- Recording and maintaining the list of creditors;
- Recording creditor claims;
- Dealing with specific creditor calls and correspondence;
- Reporting to creditors;
- Meetings of creditors;
- Dealing with creditor queries; and
- Reviewing and evaluating creditor claims to date.

Investigations and communications

The time spent includes the following matters:

- Recovering the books and records for the case.
- Listing the books and records recovered.
- Preparing a report or return on the conduct of the directors as required by the Company Directors Disqualification Act.
- Conducting an initial investigation in accordance with SIP2 with a view to identifying potential asset recoveries by seeking and obtaining information from relevant third parties, such as the bank, accountants, solicitors, etc.
- Reviewing books and records to identify any transactions or actions the office holder may take against the directors and/or third parties to recover funds for the benefit of creditors.

Trading

- Obtaining appropriate information about the business and preparing trading cash flow forecasts;
- Setting up suitable systems and controls in respect of purchases and sales for the business;
- Liaising with directors and staff; and
- Monitoring and controlling the day to day trading of the business.

Time recording

The Partners will engage managers and other staff to work on the insolvent estate and statutory compliance diaries. The work required is delegated to the most appropriate level of staff taking account of the nature of the work and the individual's experience. Additional assistance is provided by accounting and treasury executives dealing with the estate's bank accounts. Work carried out by all staff is subject to the overall supervision of the Partners.

All time spent by staff working directly on case related matters is charged to a time code established for the case. Each member of staff has a specific hourly rate, which is subject to change over time.

The current charge out rates per hour of staff within the firm who may be involved in working on the insolvency follows, this in no way implies that staff at all such grades will work on the case:

GRADE	£
Partner	545
Director/ Senior Manager	450
Manager	380
Assistant Manager	300
Senior Associate	255
Associate	225
Cashier/ Support	195

The rates charged by Moorfields are reviewed periodically in January & July each year and are adjusted to take account of inflation and the firm's overheads.

Our rates increased on 1 January 2018. The charge out rates per hour for the period from 1 January 2017 to 31 December 2017 were:

GRADE	£
Partner	530
Director/ Senior Manager	450
Manager	355
Assistant Manager	300
Senior Administrator	255
Administrator	195-225
Cashier/ Support	195

Time spent on casework is recorded directly to the relevant case using a computerised time recording system and the nature of the work undertaken is recorded at that time in units of 6 minutes.

Where an officeholder's remuneration is approved on a time cost basis the time invoiced to the case will be subject to VAT at the prevailing rate.

Where remuneration has been approved on a time cost basis the time invoiced will be provided to any committee appointed by the creditors or in the absence of a committee to the creditors, the report will provide a breakdown of the remuneration drawn and will enable the recipients to see the average rates of such costs. The current hourly rates may be higher than the average rates, if hourly rates have increased over the period covered by the fee request.

Approved remuneration will be drawn at such times that sufficient funds are available.

For your information, A Creditor's Guide to Administrators' Fees can be obtained at <https://www.icaew.com/-/media/corporate/files/technical/insolvency/creditors-guides/2017/administration-creditor-fee-guide-6-april-2017.ashx?la=en>

Disbursement Recovery

Category 1 Disbursements

Separate charges are made in respect of directly attributable expenses (Category 1 disbursements) such as travelling, postage, photocopying if external provider, statutory advertising and other expenses made on behalf of the assignment.

Such disbursements can be paid from the insolvent's assets without approval from the Creditors' Committee or the general body of creditors. In line with SIP 9, it is our policy to disclose Category 1 disbursements drawn but not to seek approval for their payment. We are prepared to provide such additional information as may reasonably be required to support the disbursements drawn.

Category 2 Disbursements

Category 2 disbursements do require approval from creditors. These disbursements can include costs incurred by Moorfields for the provision of services which include an element of recharged overhead, for example, room hire or document storage. SIP 9 provides that such disbursements are subject to approval as if they were remuneration. It is our policy, in line with the Statement, to seek approval for Category 2 disbursements before they are drawn.

The following Category 2 disbursements may be charged by this firm

- Stationery and postage charge for sending out circulars – 5 pence per sheet plus postage at cost.
- A set-up charge of £50 per case for online creditor reporting where applicable
- Mileage allowances are paid at HM Revenue & Customs approved rates. For personnel using their own vehicles, these are currently 45 pence per mile for the first 10,000 miles and 25 pence per mile thereafter.
- A charge of £10 for identification search's per director to comply with Money Laundering Regulations.
- A charge of £100 for FAME investigation searches.

It should be noted that disbursements costs might increase from time to time, however, increases would only be in line with inflation or increases from our supplier.

Fee Estimate Summary - Killashee House Ltd - In Administration

Classification of Work Function	Partner	Manager	Other Senior Professionals	Associates	Assistants & Support Staff	Total Hours	Time Cost (£)	Avg Hourly Rate (£)
The hourly charge out rates that will be used on this case are:	£545	£380	£300	£255	£195			
10 : Case Planning	10.00	18.00	22.00	-	-	50.00	18,890.00	377.80
11 : Administrative Set Up	-	-	1.00	-	-	1.00	300.00	300.00
12 : Appointment Notification	-	0.50	2.50	-	-	3.10	970.00	312.90
13 : Maintenance of Records	-	-	-	-	-	-	-	-
14 : Statutory Reporting	3.00	15.00	25.00	-	-	43.00	14,835.00	345.00
15 : Case Monitoring	2.00	2.00	60.00	-	-	64.00	19,850.00	310.16
16 : IPS Case Set Up	-	0.10	0.10	-	-	0.20	68.00	340.00
17 : General Administration	-	-	100.00	-	-	100.00	30,000.00	300.00
18 : Cashiering	-	1.00	12.00	-	35.00	48.00	10,805.00	225.10
19 : Partner Review	10.00	-	-	-	-	10.00	5,450.00	545.00
54 : Final report	0.50	1.00	2.00	-	-	3.50	1,252.50	357.86
70 : Post appoint VAT and CT returns	-	-	7.00	-	-	7.00	2,100.00	300.00
78 : Shareholder Correspondence	-	-	-	-	-	-	-	-
79 : Shareholder Distribution	-	-	-	-	-	-	-	-
10003 Travel	-	-	6.00	-	-	6.00	1,800.00	300.00
80 : Case closure	1.00	1.00	1.00	-	1.00	4.00	1,420.00	355.00
Admin & Planning	26.50	38.60	238.70	-	36.00	339.80	107,740.50	317.07
30 : Freehold / Leasehold Property	2.00	8.00	27.00	-	-	37.00	12,230.00	330.54
31 : Plant and Machinery	1.50	1.00	3.00	-	-	5.50	2,097.50	381.36
32 : Motor Vehicles	-	0.10	1.00	-	-	1.10	338.00	307.27
33 : Assets on Finance	-	1.00	2.00	-	-	3.00	980.00	326.67
34 : Debtors	-	1.00	25.00	-	-	26.00	7,880.00	303.08
1061 : Sale of Share	1.50	1.50	-	-	-	3.00	1,387.50	462.50
35 : Sale of Business	0.50	4.50	-	-	-	5.00	1,982.50	396.50
36 : Identifying, Securing, Insuring	9.00	3.00	22.00	-	-	34.00	12,645.00	371.91
37 : Retention of Title	-	0.30	-	-	-	0.30	114.00	380.00
38 : Asset related legal Matters	1.00	-	1.00	-	-	2.00	845.00	422.50
39 : Stock	3.00	80.00	25.00	-	-	108.00	39,535.00	366.06
47 : Intangible Assets - Intellectual Property, etc	-	-	-	-	-	-	-	-
71 : Other Assets	-	5.00	-	-	-	5.00	1,900.00	380.00
74 : Realisation of Pension/Endowment Policies	-	-	-	-	-	-	-	-
77 : Managing Agent	-	-	-	-	-	-	-	-
Asset Realisation	18.50	105.40	106.00	-	-	229.90	81,934.50	356.39
60 : Case Specific	-	-	-	-	-	-	-	-
72 : Legal Matters	1.50	24.00	-	-	-	25.50	9,937.50	389.71
Case Specific Matters	1.50	24.00	-	-	-	25.50	9,937.50	389.71
50 : Creditor Correspondence	-	3.00	10.00	-	-	13.00	4,140.00	318.46
51 : Unsecured creditor claims	1.00	3.00	5.00	-	-	9.00	3,185.00	353.89
52 : Secured creditor claims/Reporting	5.00	4.00	1.00	-	-	10.00	4,545.00	454.50
53 : Committee reporting	-	-	-	-	-	-	-	-
55 : Payment of dividends	-	-	-	-	-	-	-	-
56 : Retention of Title	-	-	-	-	-	-	-	-
57 : Employee creditor claims	-	-	-	-	-	-	-	-
59 : Creditors Meetings/Decisions	-	-	-	-	-	-	-	-
63 : Secured creditor reports	-	1.00	-	-	-	1.00	380.00	380.00
64 : Prescribed Part Matters	-	-	-	-	-	-	-	-
73 : Preferential creditor claims	-	-	-	-	-	-	-	-
75 : S120 Pension Reporting	-	-	-	-	-	-	-	-
Creditors	6.00	11.00	16.00	-	-	33.00	12,250.00	371.21
40 : Management of Operations	48.00	36.20	394.40	-	-	478.60	158,236.00	330.62
41 : Accounting for Trading	-	12.30	-	-	-	12.30	4,674.00	380.00
42 : On going employee issues	-	2.70	-	-	-	2.70	1,026.00	380.00
43 : Planning Trading	0.40	3.20	-	-	-	3.60	1,434.00	398.33
44 : Negotiating with Customers	-	-	-	-	-	-	-	-
45 : Negotiating with Suppliers	-	-	-	-	-	-	-	-
46 : Retention of Title	-	-	-	-	-	-	-	-
49 : Tax on post appointment trading	-	-	-	-	-	-	-	-
Trading	48.40	54.40	394.40	-	-	497.20	165,370.00	-
20 : SIP2 Review	-	-	3.00	-	-	3.00	900.00	300.00
21 : CDDA Reports	0.50	2.00	10.00	-	-	12.50	4,032.50	322.60
22 : Antecedent Transactions	-	-	-	-	-	-	-	-
65 : Director's Correspondence	-	-	-	-	-	-	-	-
Investigations	0.50	2.00	13.00	-	-	15.50	4,932.50	318.23
TOTALS	101.40	235.40	768.10	-	36.00	1,140.90	382,165.00	292.10

Explanatory Note: This estimate has been provided to creditors at an early stage in the administration of the case and before the office holder has full knowledge of the case. Whilst all possible steps have been taken to make this estimate as accurate as possible, it is based on the office holder's current knowledge of the case and their knowledge and experience of acting as office holder in respect of cases of a similar size and apparent complexity. As a result, the estimate does not take into account any currently unknown complexities or difficulties that may arise during the administration of the case. If the time costs incurred on the case by the office holder exceed the estimate, or is likely to exceed the estimate, the office holder will provide an explanation as to why that is the case in the next progress report sent to creditors. Since the office holder cannot draw remuneration in excess of this estimate without first obtaining approval to do so, then where the office holder considers it appropriate in the context of the case, they will seek a resolution to increase the fee estimate so that they will then be able to draw additional remuneration over and above this estimate.

Note 1 Administration - This represents the work that is involved in the routine administrative functions of the case by the office holder and their staff, together with the control and supervision of the work done on the case by the office holder and their managers. It does not give direct financial benefit to the creditors, but has to be undertaken by the office holder to meet their requirements under the insolvency legislation and the Statements of Insolvency Practice, which set out required practice that office holders must follow.

Note 2: Realisation of Assets - This is the work that needs to be undertaken to realise the known assets in the case

Note 3: Creditors: Claims of creditors - the office holder needs to maintain up to date records of the names and addresses of creditors, together with the amounts of their claims as part of the management of the case, and to ensure that notices and reports can be issued to the creditors. The office holder will also have to deal with correspondence and queries received from creditors regarding their claims and dividend prospects as they are received. The office holder is required to undertake this work as part of his statutory functions.

Note 4 Trading - The office holder has decided to trade the business of the company in order to achieve a sale of the business as a going concern, which it is anticipated will be for a greater amount than a disposal of assets on a break up basis/complete outstanding work in progress in order to maximise the recoveries on behalf of creditors. The particular tasks scheduled in this category of work are required to be undertaken in order to enable the office holder to monitor and control the trading of the business, and include statutory functions that are required to be undertaken when running any business.

Note 5 Investigations - The insolvency legislation gives the office holder powers to take recovery action in respect of what are known as antecedent transactions, where assets have been disposed of prior to the commencement of the insolvency procedure and also in respect of matters such as misfeasance and wrongful trading. The office holder is required by the Statements of Insolvency Practice to undertake an initial investigation in all cases to determine whether there are potential recovery actions for the benefit of creditors and the time costs recorded represent the costs of undertaking such an initial investigation. If potential recoveries or matters for further investigation are identified then the office holder will need to incur additional time costs to investigate them in detail and to bring recovery actions where necessary, and further information will be provided to creditors and approval for an increase in fees will be made as necessary. Such recovery actions will be for the benefit of the creditors and the office holder will provide an estimate of that benefit if an increase in fees is necessary. The office holder is also required by legislation to report to the Department for Business, Innovation and Skills on the conduct of the directors and the work to enable them to comply with this statutory obligations is of no direct benefit to the creditors, although it may identify potential recovery actions