In accordance with Rule 18.7 of the Insolvency (England & Wales) Rules 2016 and Sections 92A, 104A and 192 of the Insolvency Act 1986.

# LIQ03 Notice of progress report in voluntary winding up





19/04/2018

Company number  O B 3 7 9 6 1 0  Company name in full Homestyle (Cymru) Limited  Liquidator's name  Full forename(s)  Timothy  Surname Heaselgrave  Liquidator's address  Building name/number   Darwin House  Street   7 Kidderminster Road  Post town   Bromsgrove  County/Region   Worcestershire  Postcode   B 6 1 7 7 J J J    Liquidator's name •  Full forename(s)  Surname   Full forename(s)   Other liquidator    Liquidator's address   Other liquidator    Surname   Other liquidator    S			COMPANIES HOUSE
Please complete in typescript or in bold black capitals.	1	Company details	
Company name in full   Homestyle (Cymru) Limited   bold black capitals.    2	Company number	0 8 3 7 9 6 1 0	→ Filling in this form Please complete in typescript or in
Full forename(s)  Timothy  Surname  Heaselgrave  Liquidator's address  Building name/number  Darwin House  Street  7 Kidderminster Road  Post town  Bromsgrove  County/Region  Worcestershire  Postcode  B 6 1 7 J J  Country  Liquidator's name  Full forename(s)  Surname  Building name/number  Use this section to tell us about another liquidator  Use this section to tell us about  Timothy  Surname  Other liquidator  Use this section to tell us about  another liquidator  Use this section to tell us about  Other liquidator  Use this section to tell us about  another liquidator  Use this section to tell us about  another liquidator  Use this section to tell us about	Company name in full	Homestyle (Cymru) Limited	bold black capitals.
Full forename(s)  Surname  Heaselgrave    Darwin House   Timothy   Darwin House   Timothy   Darwin House   Timothy   Timothy   Darwin House   Timothy   Timothy   Darwin House   Timothy   Timo			
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LIQ03 Notice of progress report in voluntary winding up

6	Period of progress report
From date	d 9 0 3 2 0 1 7
To date	d 8 0 3 2 0 1 8
7	Progress report
	☑ The progress report is attached
8	Sign and date
Liquidator's signature	X TH X
Signature date	

# 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 Timothy Heaselgrave

Contact name

Timothy Heaselgrave

The Timothy James Partnershi

Address

Darwin House
7 Kidderminster Road

Post town

Bromsgrove

County/Region

Worcestershire

Postcode

B 6 1 7 J J

Country

DX

Telephone

O1527 314050

#### ✓ 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

The Timothy James Partnership 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

#### Homestyle (Cymru) Limited (In Liquidation) 's Summary of Receipts & Payments

NIL NIL NIL NIL 27,503.46 51.93
NIL NIL NIL NIL 27,503.46 51.93
NIL NIL 27,503.46 51.93
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27,503.46 51.93
51.93
27,555.39
207.00
(207.00)
NIL
NIL
NIL
NIL
NIL
27,348.39
21,0-10.00
41.40
27,306.99
27,348.39
27

Timothy Heaselgrave



#### THE TIMOTHY JAMES PARTNERSHIP

Business Recovery & Insolvency Specialists

Darwin House, 7 Kidderminster Road, Bromsgrove, Worcestershire B61 7JJ

T: 01527 314050

#### TO ALL KNOWN MEMBERS AND CREDITORS

Our ref: 220-2017/TJH/PM/M 17 April 2018

Dear Sirs

Homestyle (Cymru) Limited - In creditors' voluntary liquidation

Registered Address: Darwin House, 7 Kidderminster Road, Bromsgrove,

Worcestershire, B61 7JJ

Trading Address: Unit 31 Betws Workshops, Ammanford,

Carmarthenshire, Wales, SA18 2ET

Registered number: 08379610

Liquidator: Timothy James Heaselgrave

Liquidator's Address: The Timothy James Partnership, Darwin House, 7

Kidderminster Road, Bromsgrove, B61 7JJ

Date of Appointment: 29 March 2017

This is my first annual report of this Liquidation. This report should be read in conjunction with previous reports and only covers movements in the year to 28 March 2018.

Yours faithfully

T J Heaselgraye

Liquidator

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#### ANNUAL PROGRESS REPORT

HOMESTYLE (CYMRU) LIMITED IN CREDITORS' VOLUNTARY LIQUIDATION

#### Content

- Executive Summary
- Administration and Planning
- Enquires and Investigations
- Realisation of Assets
- Trading
- Creditors
- Fees and Expenses
- Creditors' Rights
- EU Regulations
- Conclusion

#### **Appendices**

- Appendix I Statutory Information
- Appendix II Receipts and Payments account for the period 29 March 2017 to 28
   March 2018
- Appendix III Estimated Outcome Statement
- Appendix IV Detailed list of work undertaken in the period
- Appendix V Time cost information for period 29 March 2017 to 28 March 2018
- Appendix VI Time costs summary for period & comparison with estimate
- Appendix VII Expenses summary for period & comparison with estimate

#### **EXECUTIVE SUMMARY**

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

#### Assets

Asset	Estimated to realise per Statement of Affairs (£)	Realisations to date (£)	Anticipated future realisations	Total anticipated realisations (£)
3 Vehicles	13,000.00	Nil	Nil	Nil
Furniture & Equipment	Uncertain	Nil	Nil	Nil
Book Debts	Uncertain	Nil	Nil	Nil
Cash at Bank	27,579.00	27,503.46	Nil	27,503.46
Rates Refund	N/A	51.93	Nil	51.93

**Expenses** 

Expense	Amount per fees and expenses estimates (£)	Expense incurred to date (£)	Anticipated further expense to closure (£)	Total anticipated expense (£)
Statement of Affairs Fee	6,000.00	6,000.00	Nil	6,000.00
Liquidator's Fees	26,632.41	14,025.00	2,500.00	16,525.00
Specific Bond	48.00	Nil	360.00	360.00
Statutory Advertising	268.00	207.00	71.00	278.00

**Dividend prospects** 

Creditor class	Distribution / dividend paid to date	Anticipated distribution / dividend, based upon the above
Secured creditor	N/A	N/A
Preferential creditors	Nil	100p in £
Unsecured creditors	Nil	4-5p in £

#### Summary of key issues outstanding

- Declare dividend to preferential and unsecured creditors
- Prepare closing paperwork

#### Closure

Based on current information, it is anticipated that the liquidation will be concluded within the next 6-9 months.

#### ADMINISTRATION AND PLANNING

#### Statutory information

Statutory information may be found at Appendix I.

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

#### **ENQUIRES AND INVESTIGATIONS**

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

The directors provided the books and records.

The information gleaned from this process enabled the Liquidator to meet his statutory duty to submit a confidential report on the conduct of the directors (past and present) to the Insolvency Service.

This work was also carried out with the objective of making an initial assessment of whether there were any matters that may lead to any recoveries for the benefit of creditors. This would typically include any potential claims which may be brought against parties either connected to or who have past dealings with the Company.

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

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

#### REALISATION OF ASSETS

Detailed below is key information about asset realisation and strategy, however, more details about the work undertaken may be found at Appendix IV. The Liquidator formulated and worked through a realisation strategy that sought to maximise realisations net of costs. The financial benefit of those efforts is described further below.

#### Transactions with connected parties

Since my appointment a sale to a connected party has not occurred.

#### 3 Vehicles

The statement of affairs showed three motor vehicles which were all subject to finance or contract hire. These have all been returned to the relevant finance companies and no realisations have been made.

#### Furniture & Equipment

The furniture and equipment related to trollies to wheel around the windows which were of no realisable value.

#### **Book Debts**

Book debts with an uncertain realisable value consisted of one disputed book debt. This related to non-payment from a customer who alleged the Company had fitted faulty doors.

The customer made an offer of £2,000 in full and final settlement providing the Company replace the doors, but it was not cost efficient to do so. Therefore, it is not anticipated any realisations will be made

#### Cash at Bank

Cash at bank was shown to realise £27,579.00 on the statement of affairs and the liquidator has realised the amount of £25,503.46 upon appointment.

#### **Rates Refund**

A refund of £51.93 has been received which relates to a refund of non-domestic rates.

#### **TRADING**

No trading took place after the date of liquidation.

#### **CREDITORS**

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

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

- The report presented to the S98 meeting of creditors;
- This progress report;

#### **Other Administration Tasks**

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

- Case reviews
- Bond reviews

Irrespective of whether sufficient realisations are achieved to pay a dividend to creditors, the Liquidator has had to carry out key tasks which are detailed in the list at Appendix IV. The following sections explain the anticipated outcomes to creditors and any distributions paid.

#### **Secured Creditors**

The Company has not granted any charges over its assets.

#### **Preferential Creditors**

#### **Employee Claims**

Two employees were made redundant on 17 March 2017. The relevant information for employees to submit claims has been made to the Redundancy Payments Office and information and help has been given to employees to enable them to submit their claims online.

Claims of £2,175.21 have been received of which £1,005.21 is claimed preferentially.

The Liquidator anticipates being able to pay a distribution of 100p in the £ in respect of known preferential claims.

#### **Unsecured Creditors**

HMRC was shown to be owed £50,000.00. A claim of £39,809.30 has been received.

The trade and expense creditors as per the statement of affairs totalled £48,638.69. Claims received to date total £53,284.02.

Please be advised that proofs of debt are still being received and therefore the total value of unsecured claims is not known at present.

#### **Dividend Prospects**

It is anticipated up to a 5p in the £ distribution will be made to unsecured creditors.

I will be writing to those creditors who have not proved their claim to do so or be excluded from the dividend. I estimate that a dividend will be paid by the end of July 2018

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

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

#### FEES AND EXPENSES

#### **Pre-Appointment Costs**

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

The creditors authorised the fee of £6,000.00 plus VAT and disbursements for assisting the directors in calling the relevant meetings and with preparing the Statement of Affairs on 29 March 2017.

The fee for assisting with the Statement of Affairs and meetings has not yet been paid.

#### The Liquidator's fees

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

The basis of the Liquidator's fees was approved by creditors via postal resolution on 8 May 2017 in accordance with the following resolution:

"That the Liquidator may draw fees, on the basis of the normal time cost rates of his firm, as estimated per the Liquidator's letter to all members and creditors dated 3 April 2017 and to a limit of £26,632.41 without further authority from creditors, and these may be drawn from realisations from time to time."

The time costs for the period 29 March 2017 to 28 March 2018 total £14,025.00, representing 52.60 hours at an average hourly rate of £266.63. The time costs for the period are detailed at Appendix V.

A comparison between the original estimate and time costs to date is given at Appendix VI.

Having regard for the costs that are likely to be incurred in bringing this Liquidation to a close, the Liquidator considers that:

- The original fees estimate is unlikely to be exceeded; and
- the original expenses estimate is likely to be exceeded for the following reasons:
  - bond increase due to asset realisations
  - price increase for statutory advertising

#### **Disbursements**

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

The category 1 disbursements paid for in the period 29 March 2017 to 28 March 2018 total £207.00 are detailed at Appendix II and represent the simple reimbursement of actual out of pocket payments made in relation to the assignment.

The category 2 disbursements for the period 29 March 2017 to 28 March 2018 total £Nil. The basis of calculation of this category of disbursement is also detailed at Appendix VII.

Information about this insolvency process may be found on the R3 website at http://www.creditorinsolvencyguide.co.uk/. A copy of 'A Creditors' Guide to Fees' together with the firm's charge-out rate and disbursement policy may be found at www.timothyjamespartnership.co.uk/creditors . A hard copy of both the Creditors' Guide and the firm's charge-out rate and disbursement policy may be obtained on request.

#### **CREDITORS' RIGHTS**

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

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

#### EU REGULATIONS (WHETHER PROCEEDINGS ARE MAIN PROCEEDINGS OR TERRITORIAL)

The Company's centre of main interest was in the UK as their registered office and trading address was Unit 31 Betws Workshops, Ammanford, Carmarthenshire, Wales, SA18 2ET and therefore it is considered that the EU Regulations apply. These proceedings are main proceedings as defined in the EU Regulation.

#### **CONCLUSION**

The administration of the case will be continuing to finalise the following outstanding matters that are preventing this case from being closed:

- Declare dividend to preferential and unsecured creditors
- Prepare closing paperwork

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

Signed // laulum
T J Heaselgrave, Liquidator

17 April 2018

#### Appendix I

#### **Statutory Information**

Company Name Homestyle (Cymru) Limited

Former Trading Name N/A

Company Number 08379610

Registered Office Darwin House, 7 Kidderminster Road, Bromsgrove,

Worcestershire, B61 7JJ

Former Registered Office Unit 31 Betws Workshops, Ammanford, Carmarthenshire,

Wales, SA18 2ET

Officeholder Timothy James Heaselgrave

Officeholders address The Timothy James Partnership Limited, Darwin House, 7

Kidderminster Road, Bromsgrove, Worcestershire, B61

7JJ

Date of appointment 29 March 2017

#### Appendix II - Recipts and payments for the period 29 March 2017 to 28 March 2018

## Homestyle (Cymru) Limited (In Liquidation)

#### LIQUIDATOR'S RECEIPTS AND PAYMENTS ACCOUNT

	Statement of affairs £	From 29/03/2017 To 28/03/2018 £	From 29/03/2017 To 28/03/2018 £
RECEIPTS			
3 Vehicles	13,000.00	0.00	0.00
Furniture & Equipment	Uncertain	0.00	0.00
Book Debts	Uncertain	0.00	0.00
Cash at Bank	27,579.00	27,503.46	27,503.46
Rates Refund		51.93	51.93
		27,555.39	27,555,39
PAYMENTS			
Due to finance companies	(13,000.00)	0.00	0.00
Statutory Advertising		207.00	207.00
Trade & Expense Creditors	(48,638.69)	0.00	0.00
HMRC - VAT	(50,000.00)	0.00	0.00
Ordinary Shareholders	(3.00)	0.00	0.00
Net Receipts/(Payments)		207.00 27,348.39	207.00 27,348.39
MADE UP AS FOLLOWS			
Bank 1 Current		27,306.99	27,306.99
VAT Receivable / (Payable)		41.40	41.40
		27,348.39	27,348.39

Timothy Heaselgrave

#### Appendix III

#### **Estimated Outcome Statement**

	$\underline{\mathfrak{t}}$	£
Balance in hand		27,306.99
VAT Receivable		41.40
Total available for costs and expenses and distribution		27,348.39
distribution		27,540.57
Less: Costs & Expenses		
Statement of affairs fee	6,000.00	
Liquidator's fee	15,500.00	
Specific bond	360.00	
Statutory advertising	71.00	
Storage and destruction of company books		
and records and Liquidator's working papers	129.69	
		22,060.69
Net amount available for distribution to		
creditors		5,287.70
	-	<del></del>
Amount available for unsecured creditors	_	5,287.70

#### Appendix IV

## Detailed list of work undertaken for Homestyle (Cymru) Limited in Creditors' Voluntary Liquidation for the review period 29 March 2017 to 28 March 2018

Below is detailed information about the tasks undertaken by the Liquidator.

General Description	Includes
Statutory and General Administration	
Statutory/advertising	Filing of documents to meet statutory requirements including annual receipts and payments accounts Annual corporation tax returns
	Advertising in accordance with statutory requirements  Bonding the case for the value of the assets
Document maintenance/file review/checklist	Filing of documents Periodic file reviews documenting strategy 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
Bank account administration	Preparing correspondence opening and closing accounts Requesting bank statements Bank account reconciliations Correspondence with bank regarding specific transfers Maintenance of the estate cash book
Planning / Review	Banking remittances and issuing cheques/BACS payments  Discussions regarding strategies to be pursued  Meetings with team members to consider practical, technical and legal aspects of the case
Books and records / storage	Dealing with records in storage Sending job files to storage
Pension scheme	Identifying whether there is a pension scheme
Reports	Circulating initial report to creditors upon appointment Preparing annual progress report, investigation, meeting and general reports to creditors Disclosure of sales to connected parties
Meeting of Creditors	Circulating final report to creditors  Preparation of meeting notices, proxies/voting forms and advertisements notice of meeting to all known creditors  Collate and examine proofs and proxies/votes to decide on resolutions  Preparation of meeting file, including agenda, certificate of postage,
	attendance register, list of creditors, reports to creditors, advertisement of meeting and draft minutes of meeting.  Responding to queries and questions following meeting  Issuing notice of result of meeting.
Investigations	
SIP 2 Review	Collection and making an inventory of company books and records Correspondence to request information on the company's dealings, making further enquiries of third parties Reviewing questionnaires submitted by director

General Description	Includes
4	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
Chatratan and and an an	
Statutory reporting on	Preparing statutory investigation reports
conduct of director(s)	Submission of report with the Insolvency Service
Realisation of Assets	
Leasing	Liaising with owners/lessors
	Tasks associated with disclaiming leases if appropriate
Creditors and Distributions	
Creditor	Receive and follow up creditor enquiries via telephone
Communication	Review and prepare correspondence to creditors and their representatives
	via facsimile, email and post
•	Assisting employees to pursue claims via the RPO
	Corresponding with the PPF and the Pensions Regulator
Dealing with proofs of	Receipting and filing POD when not related to a dividend
debt	Corresponding with RPO regarding POD when not related to a dividend
Processing proofs of debt	Preparation of correspondence to potential creditors inviting submission of POD
	Receipt of POD
`	Request further information from claimants regarding POD

#### **Current Charge-out Rates for the firm**

#### Time charging policy

Support staff charge their time to each case.
Support staff include cashier, secretarial and administration support.

The minimum unit of time recorded is 6 minutes.

Staff	Charge out rates
Insolvency Practitioner/Partners	200-350
Manager	200-250
Senior Administrator	180-225
Administrator	120-180
Secretarial/Administration support staff	80-180

Appendix V - Time cost information for the period 29 March 2017 to 28 March 2018

Time Entry - Detailed SIP9 Time & Cost Summary

220-2017 - Homestyle (Cymru) Limited

From: 29/03/2017 To: 28/03/2018 All Post Appointment Project Codes

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
700 : Formalities	6.30	14.00	2.40	0.00	22.70	6,153.50	271.08
Admin & Planning	6.30	14.00	2,40	00.0	22.70	6,153.50	271.08
600 : Case Specific	0.00	06.0	0.00	0.00	0.90	225.00	250.00
Case Specific Matters	0.00	06.0	0.00	0.00	06.0	225.00	250.00
501 : Unsecured Creditors	1.30	6.70	1,00	0.00	9.00	2,323.50	258.17
502 : Employee Matters	0.80	2.80	00.00	0.00	3.60	976.00	271.11
504 : Statutory Reporting to Creditors	1.40	5.10	00.00	0.00	6.50	1,758.00	270.46
Creditors	3.50	14.60	1.00	0.00	19.10	5,057.50	264.79
201 : CDDA Reports	0.00	4.90	0.00	00:0	4.90	1,225.00	250.00
Investigations	0.00	4.90	0.00	0.00	4.90	1,225.00	250.00
302 : Property	1.00	09'0	0.00	0.00	1.60	495.00	309.38
303 : Book Debts	0.00	0.30	0.00	0.00	0.30	75.00	250.00
304 : Plant & Machinery / Motor Vehicles	0.00	0.80	0.00	0.00	08'0	200.00	250.00
306 : Other Assets	0.20	2.10	0.00	00.0	2.30	594.00	258.26
Realisation of Assets	1.20	3.80	00'0	00:00	5.00	1,364.00	272.80
Total Hours	11.00	38.20	3.40	0.00	52.60	14,025.00	266.63
Total Fees Claimed						0.00	

Appendix VI

Time costs summary for period & comparison with estimate for Homestyle (Cymru) Limited in Creditors Voluntary Liquidation

	Or	Original fees estimate		Actual time costs incurred during the Review Period		
Work category	No of hours	Blended hourly rate £ per hour	Total fees £	No of hours	Average hourly rate £ per hour	Total time costs £
Administration (including statutory reporting)	39.00	286.37	11,168.43	22.70	271.08	6,153.50
Realisation of assets	18.00	286.37	5,154.66	5.00	272.80	1,364.00
Creditors (claims and distribution)	23.00	286.37	6,586.51	19.10	264.79	5,057.50
Investigations	13.00	286.37	3,722.81	4.90	250.00	1,255.00
Trading	0.00	286.37	0.00	0.00	0.00	0.00
Case specific matters	0.00	286.37	0.00	0.90	250.00	225.00
TOTAL	93.00	286.37	26,632.41	52.60	266.63	14,025.00

#### Appendix VII

## Expenses summary for period & comparison with estimate for Homestyle (Cymru) Limited in Creditors' Voluntary Liquidation

Below are details of the Liquidator's expenses for the period under review and the total to date.

Expenses	Original expenses estimate	Actual expenses incurred in the Review Period £	Reason for any excess (if the expenses are likely to, or have, exceeded the original estimate)
Category 1 Expenses		•	
Legal costs	TBC	Nil	
Agents' and valuers' costs	TBC	Nil	
Debt collection agency	TBC	Nil	
ERA specialists	N/A	Nil	
Accounting fees	TBC	Nil	
Advertising	268.00	207.00	Will increase to £278.00 due to statutory advertising price increase
Insurance	TBC	Nil	
Bonding	48.00	Nil	Will increase to £360.00 due to asset realisations
Bank charges	TBC	Nil	
Document storage	TBC	Nil	
Category 2 Expenses			
Stationery / fax / postage / telephone	28.50	Nil	
Internal storage of Insolvency Practitioner's working papers	100.00	Nil	
Files and indices	20.00	Nil	
Photocopying (other than to creditors)	N/A	Nil	
Internal meeting room	N/A	Nil	
Mileage (own car usage)	N/A	Nil	
SQL Licence	100.00	Nil	