



For further information, please
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1 Company details

Company number 09810827

Company name in full Woodhouse Family Limited

→ Filling in this form

Please complete in typescript or in
bold black capitals.

2 Administrator's name

Full forename(s) Robert

Surname Armstrong

3 Administrator's address

Building name/number The Shard

Street 32 London Bridge Street

Post town London

County/Region

Postcode SE19SG

Country United Kingdom

4 Administrator's name ①

Full forename(s) Andrew

Surname Knowles

① Other administrator

Use this section to tell us about
another administrator.

5 Administrator's address ②

Building name/number The Chancery

Street 58 Spring Gardens

Post town Manchester

County/Region

Postcode M21EW

Country United Kingdom

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 2	^d 9	^m 0	^m 7	^y 2	^y 0	^y 2	^y 1
To date	^d 2	^d 8	^m 0	^m 1	^y 2	^y 0	^y 2	^y 2

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 5	^m 0	^m 2	^y 2	^y 0	^y 2	^y 2
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**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 **Perry Eleftheriou**

Company name **Kroll Advisory Ltd.**

Address **The Chancery**

58 Spring Gardens

Post town **Manchester**

County/Region

Postcode

M	2		1	E	W	
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Country **United Kingdom**

DX

Telephone **0161 827 9000**

**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.

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Crown Way, Cardiff, Wales, CF14 3UZ.
DX 33050 Cardiff.

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Progress Report to Creditors

25 February 2022

Woodhouse Family Limited
(In Administration)

*Joint Administrators' Progress Report for the period from 29 July 2021 to
28 January 2022*

Kroll Advisory Ltd
The Chancery
58 Spring Gardens
Manchester
M2 1EW

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1. Introduction

The Joint Administrators were appointed on 29 July 2019 by an order of the Court. The application to the Court was made by Mysing Capital, the Secured Creditor of the Company.

Following the Block Transfer Order passed in the High Court of Justice, Manchester District Registry, Chancery Division, No. 000356 of 2021, Robert Armstrong and Andrew Knowles replaced the Former Joint Administrators on 16 June 2021.

This Progress Report provides an update on the Administration of the Company. It should be read in conjunction with the Proposals and the previous Progress Reports published on 28 February 2020, 19 August 2020, 22 February 2021 and 10 August 2021.

The Joint Administrators' have also explained their future strategy for the Administration and how likely it is that they will be able to pay each class of creditor.

You will find other important information in this Progress Report such as the costs the Joint Administrators have incurred.

A glossary of the abbreviations and definitions used throughout this document is attached at Appendix 8.

Please also note that an important legal notice about this Progress Report to Creditors is attached at Appendix 9.

2. Creditor summary

This Progress Report covers the Reporting Period.

Summary of Proposals

As advised in the Proposals, the Joint Administrators must perform their functions with the purpose of achieving one of the following objectives:

- Rescuing the Company as a going concern, or
- Achieving a better result for the Company's creditors as a whole than would be likely if the company were wound up (without first being in Administration), or
- Realising property in order to make a distribution to one or more secured or preferential creditors.

The first objective will not be achieved as there are insufficient funds and assets available to enable the Company to be rescued as a going concern.

The second objective may not be achievable as there is no evidence to suggest that it is likely that a better result for the Company's creditors as a whole will be achieved than if the Company was wound up.

The Joint Administrators have achieved the third objective as a distribution has been paid to Musing Capital in its capacity as a Secured Creditor.

Progress to date

The progress of the Administration to date is set out in Section 3 of this report. This section includes any updates on the Administration during the Reporting Period.

Outcome for Creditors

Secured Creditor

Distributions from asset realisations have been paid to Musing in its capacity as a Secured Creditor.

Musing has been repaid in full from distributions made from the property sales in the Company and from realisations in other NPD Group companies within the wider NPD Group.

No further sums are due to the Secured Creditor from the Company.

Preferential Creditors

The Joint Administrators are not aware of any employees of the Company therefore no preferential claims are anticipated.

Unsecured Creditors

Based upon the current information available, it is anticipated that there will be insufficient asset realisations to enable a distribution to the Unsecured Creditors of the Company, other than from the Prescribed Part, if any.

Please note, this Progress Report provides Creditors with an account of the progress of the Administration of the Company in the period. The Joint Administrators' previous progress reports and the Statement of Proposals issued to the Company's Creditors are available to view at <https://micro.kroll.com/ukrestructuring>.

Paper copies can be provided free of charge by writing to Perry Eleftheriou at Perry.Eleftheriou@kroll.com. Unless otherwise stated, all amounts in this Progress Report and appendices are stated net of VAT.

3. Progress of the Administration

This section provides an update on the Joint Administrators' strategy for the Administration and progress to date.

3.1 Strategy and progress to date

Upon their appointment, the Joint Administrators undertook an immediate review of the Company's financial and operational position with a view to protect the value of the Company's assets.

The decision was immediately taken by the Joint Administrators to continue to collect rents from tenants of the Properties, where tenanted and occupied, to maintain the value of the assets whilst all the options were reviewed and considered. It is believed that once a sale of all the Properties on the open market can be achieved, realisations would be maximised, and creditor claims against the Company would be minimised.

The manner in which the affairs and business of the Company have been managed since the Appointment Date and will continue to be managed and financed, are set out below.

3.2 Asset realisations

Realisations during the period are set out in the attached receipts and payments account at Appendix 3.

Summaries of the most significant realisations during the Administration are provided below:

3.2.1 Freehold property

Following appointment, the Joint Administrators instructed the Agents, along with local agents where appropriate, to provide valuation and marketing advice in respect of the Properties.

An independent valuation of the Properties has been undertaken by the Agents. An estimated value to realise has not been disclosed in order to not prejudice any future marketing and sale negotiations.

The Agents anticipate that a sale of the remaining Properties will be achieved in the next few months. Once the sale of the remaining Properties has been completed, details of the values obtained will be provided.

The Flats

Flat 4 is the only flat that continues to be in occupation where the tenants continue to pay rent.

Rental income has been collected across all flats until their respective sales and the Joint Administrators have received £3,870 in rents during the Reporting Period. Rental income received from the tenants of the Flats during the whole Administration totals £25,226.

Flat 4, 79 Bouverie Road

Flat 4 is currently tenanted and is expected to be on the market shortly.

The Joint Administrators have received rental payments up to and including 31 November 2021 with the sum of £3,870 received in the Reporting Period.

The Joint Administrators are liaising with the tenant with regards to an amicable vacation of the property in order to facilitate the strategy of a vacant sale.

The Joint Administrators will continue to work with the current tenant and the local estate agents in order to complete a sale in short order.

The Joint Administrators are in discussions with their legal advisors to facilitate the above.

A further update on the sale of Flat 4 will be detailed in the next progress report.

Bradford Property

The Joint Administrators continued to receive rental income in respect of this property.

Rental income of £3,610 has been received during the period, minus deductions by the management company operating the property in relation to the service charge and management fees.

During the Reporting Period, the tenant gave notice and has now vacated the property.

No further rental income in respect of this property is expected.

The Joint Administrators instructed Boultons to market and handle the sale of the property. The property had initially been marketed on a tenant in-situ basis, however, due to the tenant vacating, the property was marketed on a vacant possession basis.

During the Reporting Period, the Joint Administrators received an offer for the purchase of the Bradford Property, and this was accepted following a recommendation from Boultons.

However, given the length of time that has elapsed since the offer was accepted and the subsequent lack of progress with the proposed sale, the Joint Administrators have agreed, upon the recommendation on Boultons, to place this property into an auction.

The auction is set to take place in mid-March and a sale is expected to be completed thereafter. The first set of block viewings ahead of the auction are set for 14 February 2022.

Boultons have received a good level of interest in the property to date.

An update on the sale will be provided in the next progress report.

3.2.2 Director's loan account

According to the Company's books and records, there is an overdrawn director's loan account of £798,963.

The Joint Administrators have started the recovery proceedings in respect of this loan.

The Joint Administrators have secured an order of the Court freezing the assets of the Director to a value of £2,168,963.17. The freezing order prevents the Director from selling or disposing of assets and will remain in place until the claim against the Director has been determined.

The Joint Administrators have also successfully registered a restriction on the Director's main residence Barkisland Hall which we believe has equity in favour of the Director.

Following the service of the draft proceedings against Mr Woodhouse, the Joint Administrators entered into negotiations with Mr and Mrs Woodhouse regarding a possible settlement of the claims against them. Those negotiations have also involved the Liquidators of MBI Consulting (UK) Ltd (which is also a creditor of Mr and Mrs Woodhouse).

The Joint Administrators have been unable to reach an agreement in regard to the Director's loan account. The Joint Administrators are continuing to take advice on the best route to recover the funds owed under the Director's loan account and shall provide a further update in the next report to creditors.

3.2.3 Book debts

According to the Company's books and records, the outstanding debts to the Company totalled £307,400 as at the Appointment Date, of which £200,000 related to a loan to Gramra Limited. Interest is payable on this loan.

The Joint Administrators have formally demanded the repayment of this debt; however, no response has been received to date. Gramra Limited was struck off and dissolved on 24 November 2020 and the Joint Administrators are currently liaising with their solicitors in relation to this, and recovery of this debt is currently uncertain at this stage.

A further update will be provided in the next report.

3.2.4 Cash at bank

As at the Appointment Date, the Company had cash at bank of £2,827, which was held in the Company's pre-appointment bank account.

The Joint Administrators have written to HSBC who have since confirmed there is a credit balance of £6,562 in the bank account.

The Joint Administrators have written again to HSBC to request that this money is transferred to the Administration estate.

The Joint Administrators expect these funds to be paid into the Administration bank account imminently.

A further update on this will be provided in the next Progress Report.

3.2.5 Other assets

The Joint Administrators continue to conduct investigations into the Company's books and records to establish if there are any further assets to be realised for the benefit of the Administration estate.

Based upon current investigations, there are unlikely to be any further assets to realise other than what has been disclosed.

3.2.6 Investigations

The investigations into the wider NPD group remain ongoing along with assessing recovery actions against former management and third parties and are inclusive of the Company. A further report in this respect may be submitted to the Insolvency Service upon exhaustion of all current avenues of enquiry.

The Joint Administrators have completed the analyses of the companies' bank accounts, to the extent that the required bank statement data could be obtained.

The Joint Administrators' investigations into the activities of the companies and the operation of the various investment schemes are ongoing in that further work continues to be required in the preparation of claims against third parties. In particular, analyses of email data and other communications are continuing.

The Joint Administrators have sought Counsel's advice on the merits of the claims from the ongoing investigations and the information gathered to date. The Joint Administrators have now received Counsel's opinion on certain claims against third parties. The Joint Administrators are assessing this advice with their lawyers and are liaising with litigation funders/insurers to assess these funding options.

As previously advised, the details of the claims remain highly confidential and the Joint Administrators cannot give exact details of such claims as this may hamper any legal actions. A further update will be provided in the next report.

3.3 Costs

Payments made in the Reporting Period are set out at Appendix 3.

Summaries of the most significant payments during the Administration are provided below:

3.3.1 Trading expenditure

Property management costs of £1,277 have been paid to IPM during the Reporting Period. These costs relate to the service charges incurred during the Reporting Period of the Bradford Property.

Further property management costs of £1,534 have been paid to Squarefoot Apartments for management of the Bradford Property. Squarefoot are the point of contact for the tenant and collect rents on behalf of the Joint Administrators.

A further cost of £65 has been incurred during the Reporting Period in relation to a tenant renewal fee which is due to the freeholder of the Bradford Property.

Ground rent of £199 has also been paid to the freeholder in respect of the Bradford Property.

Insurance costs of £1,752 have also been incurred and paid during the Reporting Period in respect of the cover required for the two remaining unsold properties.

During the Reporting Period, a trading surplus of £2,652 has been achieved.

The overall trading surplus during the whole Administration period to date is in the sum of £14,213.

3.3.2 Costs of realisation

Consultancy fees totalling £6,800 have been paid to S G Pugh Consulting in relation to the directorship costs incurred in four related companies whilst the Joint Administrators were undergoing a preliminary review into the NPD Group.

Such companies have now been dissolved and no further costs are anticipated.

Irrecoverable VAT of £579 has been incurred during the Reporting Period. Given the Company is not VAT registered, the Joint Administrators are unable to reclaim this VAT and it has therefore been deemed a cost of realisation.

3.4 Fees and expenses

The Joint Administrators have detailed the costs incurred during the period, whether paid or unpaid, in the schedule of expenses attached at Appendix 4.

Summaries of the most significant expenses which have been incurred in the Reporting Period but have not been paid are provided overleaf:

Significant expenses incurred but not paid during the Reporting Period

Joint Administrators' time costs	£19,006	Total time costs incurred in the period is £19,006 (see Appendix 5). See section 6 for further details in relation to the Joint Administrators' fees.
Joint Administrators' investigations time costs	£4,270	Total investigations time costs incurred in the period is £4,270 (see Appendix 5). See section 6 for further details in relation to the Joint Administrators' fees.
Legal fees – Addleshaw Goddard	£6,244	Addleshaw Goddard have incurred costs of £6,244 in relation to assistance with the possession of Flat 4, 79 Bouverie Road West and ad-hoc legal advice during the Reporting Period.

4. Outcome for Creditors

4.1 Secured Creditor

Mysing Capital Limited

In consideration for the monies advanced under the loan agreement, the Company granted the Secured Creditor a debenture on 16 May 2018, which confers fixed and floating charges over all of the assets of the Company.

As at the Appointment Date, the Company's indebtedness to Mysing Capital was approximately £1.9m, subject to future interest and charges as applicable.

To date a total of £1,321,657 has been distributed to Mysing from the sales of Barkisland Cottages, the Land at Barkisland Hall, the sale of the relevant Flats and the Camberley Property under their fixed legal charges over the assets of the Company.

Mysing holds security in various companies within the NPD Group which are in formal insolvency processes along within certain estates controlled by CG & Co. Mysing has now received sufficient distributions across the Company and the relevant NPD Group estates resulting in it being repaid in full.

No further sums are due to Mysing from the various companies within the NPD Group nor from the Company.

4.2 Preferential Creditors

The Joint Administrators are not aware of any employees of the Company therefore no preferential claims are anticipated.

4.3 Unsecured Creditors

According to the Company's records, Unsecured Creditors total £3,761,531 and only a claim of £196 has been lodged to date. The Joint Administrators are currently in the process of reconciling the intercompany accounts which should result in claims being lodged in the Company's estate from the associated companies.

Based on the current information available to the Joint Administrators, it is anticipated that there will be insufficient realisations to enable a distribution to the Unsecured Creditors other than by virtue of the

Prescribed Part if applicable. The final figure is dependent on further asset realisations, costs of the Administration and the quantum of creditor claims, once adjudicated.

An update will be provided in the Joint Administrators' next progress report.

4.4 Prescribed Part

There are insufficient realisations to enable a distribution to the Unsecured Creditors other than by virtue of the Prescribed Part.

The Company granted a floating charge to Mysing Capital on 16 May 2018, and the Prescribed Part provisions will apply.

However, given Mysing have been repaid in full from fixed charge realisations, Mysing no longer need to rely upon their floating charge. Therefore, the Prescribed Part is no longer applicable.

5. Other matters

5.1 Decision procedure

A decision is not being sought from creditors in this report.

5.2 Creditors' Committee

No Creditors' Committee has been established in the Administration.

5.3 Joint Administrators' Receipts and Payments account

A detailed receipts and payments account for the Reporting Period is shown at Appendix 3 together with a cumulative account for the whole of the Administration.

5.4 Creditors' rights

Further information regarding the remuneration and expenses of the Joint Administrators, including Creditors' rights to challenge such costs is provided at Appendix 7, Statement of Creditors' Rights.

6. Fees, Expenses and Pre-Administration costs

6.1 Fees and expenses

The basis of the Joint Administrators' remuneration has yet to be approved however it is anticipated that a formal request for approval will be sent to the Secured Creditor in due course.

The Joint Administrators will propose that their remuneration be fixed by reference to the time properly given by them and their staff in attending to matters arising in the Administration.

6.1.1 Time costs

Time has been charged in six-minute units. Details of the time charged for the Reporting Period are attached at Appendix 5.

Time costs incurred in the Reporting Period total £19,006, which represents 56 hours at an average hourly rate of £338.

Time costs incurred over the life of the Administration total £247,847, which represents 817 hours at an average hourly rate of £303.

Investigations time costs incurred in the Reporting Period total £4,270 which represents 7 hours at an average hourly rate of £610.

Investigations time costs incurred over the life of the Administration total £107,076, which represents 262 hours at an average hourly rate of £408.

These costs exceed the estimate provided in the Joint Administrators' Statement of Proposals. The Joint Administrators will be seeking approval of their fees from the Secured Creditor in due course.

In accordance with SIP 9, the Joint Administrators have provided further narrative detail of the time costs incurred at Appendix 6.

6.1.2 Fees

The Joint Administrators' initial remuneration in regard to assets sold and subject to the Secured Creditor's charge has been set at 1.5% of the gross value of the sale price of the Properties and includes sales agent's fees. This has been agreed by the Secured Creditor.

The Joint Administrators agreed to pay the property agents 1% of the sale price as part of the agreement to market and sell the properties owned by the Company. Therefore, the Joint Administrators fees in relation to the realisation of the properties are 0.5% of the respective agreed sale prices.

During the Reporting Period, the Joint Administrators have drawn remuneration in respect of the sale of the Camberley Property of £1,788.

The Joint Administrators will be seeking approval of their fees from the Secured Creditor in due course.

Details of the total fees drawn by Joint Administrators are detailed in the Receipts and Payments account attached at Appendix 3.

6.1.3 Expenses

Expenses are any payments from the Administration which are neither an Administrator's remuneration nor a distribution to a creditor or member. Expenses also include disbursements. Disbursements are payments which are first met by the Administrator and then reimbursed to the Administrator from the Administration.

Expenses are divided into those that do not need approval before they are charged to the Administration (Category 1) and those that do (Category 2).

Category 1 expenses are payments to persons providing the service to which the expense relates who are not an associate of the Administrator.

Category 2 expense are payments to associates or which have an element of shared costs and require approval from creditors in the same manner as the Administrator's remuneration, whether paid directly from the estate or as a disbursement.

The Joint Administrators provided in their Proposals report to creditors an estimate of expenses for the Administration, totalling £37,643. This was for information purposes only and could possibly change over the course of the Administration.

Appendix 4 details the current update of the expenses estimate.

Appendix 4 also details the expenses incurred and paid for the Reporting Period and the whole of the Administration to 28 January 2022.

In the Reporting Period, Category 1 trading expenses of £4,827 were incurred and paid in full.

In the same period, Category 1 costs of realisation expenses of £13,044 were incurred of which £6,800 has been paid.

No Category 2 expenses have been incurred or paid.

For the whole period of the Administration to 28 January 2022, Category 1 trading expenses incurred totalled £36,088 which have been paid in full.

In the whole period of the Administration to 28 January 2022, Category 1 costs of realisation expenses of £88,998 were incurred of which £40,870 has been paid.

Category 2 expenses incurred during the whole period of the Administration total £143. No Category 2 expenses have been paid.

6.1.4 Additional information

Also attached at Appendix 6 is a narrative summary of the work carried out to assist Creditors in understanding the progress of the Administration, the associated costs and expenses of the related activities and the financial benefit to Creditors.

Details of how to obtain further information relating to the fees and expenses of the Joint Administrators is set out in Appendix 7.

6.2 Pre-Administration costs

Pre-Administration costs are fees, charges and expenses incurred by the Joint Administrators or their firm, or another person qualified to act as an insolvency practitioner, before the Company entered Administration but with a view to it doing so.

Details of the Pre-Administration costs were reported in the Joint Administrators' Proposals. The Joint Administrators will be seeking approval for these costs from the Secured Creditor in due course.

7. Future strategy

7.1 Future conduct of the Administration

The Joint Administrators will continue to manage the affairs, the business and the property of the Company in order to achieve the purpose of the Administration. This will include but not be limited to:

- Finalising the sale of the Properties and collecting the remaining assets of the Company;
- Continuing investigations into the recoverability of the Director's Loan Account;
- Paying outstanding costs of the Administration;
- Dealing with other statutory matters and duties including the completion corporation tax returns.

7.2 Extension of the Administration

An Administration automatically comes to an end after one year, unless an extension is granted by the Court or with the Creditors' consent.

The Joint Administrators applied to the Court to request that the period of the Administration be extended by 12 months to 28 July 2022 for the following reasons:

- We are continuing to investigate the conduct of the Director and recover the outstanding loan account;
- we have yet to finalise sales of the remaining Properties, and
- we are continuing to pursue the remaining debtors.

The Court subsequently granted the request to extend the Administration by a period of 12 months on 25 June 2021.

A notice of the extension is available for viewing and downloading from the Kroll website <https://micro.kroll.com/ukrestructuring>.

If you would prefer to be sent a paper copy, please contact Perry Eleftheriou of this office.

7.3 Future reporting

The Joint Administrators will provide a further progress report within one month of 28 July 2022 or earlier if the Administration has been completed prior to that time.

If you require further information or assistance, please do not hesitate to contact Perry Eleftheriou.



Robert Armstrong
Joint Administrator

The affairs, business and property of the Company are being managed by the Joint Administrators, Robert Armstrong and Andrew Knowles, who act as agents for the Company and without personal liability. Both are licensed by the Insolvency Practitioners Association.

Appendix 1 – Statutory information

COMPANY INFORMATION

Company and trading name	Woodhouse Family Limited	
Date of incorporation	6 October 2015	
Registered Number	09810827	
Company Director(s)	Gavin Lee Woodhouse	
Shareholders	Gavin Lee Woodhouse – 100 ordinary shares	
Trading address	Unit D2 Elland Riorges Link Lowfields Business Park Elland HX5 9DG	
Registered office	c/o Kroll Advisory Ltd. The Chancery 58 Spring Gardens Manchester M2 1EW	Former: Unit D2 Elland Riorges Link Lowfields Business Park Elland HX5 9DG

ADMINISTRATION INFORMATION

Administration Appointment	The Administration appointment granted in High Court of Justice, Business and Property Courts in Manchester, 000735 of 2019	
Appointor	The Secured Creditor	
Date of Appointment	29 July 2019	
Joint Administrators	Robert Armstrong and Andrew Knowles	
Former Joint Administrators	Philip Duffy and Sarah Bell	
Original purpose	Realising property in order to make a distribution to one or more secured or preferential creditors.	
Functions	The functions of the Joint Administrators are being exercised by them individually or together in accordance with Paragraph 100(2) of Schedule B1	
Current Administration expiry date	28 July 2022	
Prescribed Part	The Prescribed Part is applicable in this case. It has been taken into account when determining the dividend prospects for Unsecured Creditors (Section 4).	
Application of EC Regulations	EC Regulations apply and these proceedings will be the Main Proceedings as defined in Article 3 of the EC Regulations.	

Appendix 2 – Approved Proposals

That the Joint Administrators continue the Administration to deal with such outstanding matters in relation to the Company as the Joint Administrators consider necessary until such time as the Administration ceases to have effect.

That the Joint Administrators do all such other things and generally exercise all of their powers as contained in Schedule 1 of the Act, as they, in their sole and absolute discretion consider desirable or expedient in order to achieve the purpose of the Administration.

That the Joint Administrators, once all outstanding matters have been satisfactorily completed, take the necessary steps to give notice under Paragraph 84 of Schedule B1 of the Act to the Registrar of Companies to the effect that the Company has no remaining property which might permit a distribution to its creditors, at which stage the Administration will cease.

That the Joint Administrators, where they consider that there are funds available to be distributed to the non-preferential creditors (other than under the prescribed part) take the necessary steps to put the Company into either creditors' voluntary liquidation or into compulsory liquidation as they deem appropriate. It is proposed that the Joint Administrators, would act as Joint Liquidators should the Company be placed into creditors' voluntary liquidation. In accordance with Paragraph 83(7) of Schedule B1 to the Act and Rule 3.60(6)(b) of the Rules creditors may nominate a different person as the proposed liquidator, provided the nomination is received at this office prior to the approval of these proposals. In the absence of such nomination, the Joint Administrators will be appointed Joint Liquidators and in accordance with Section 231 of the Act any act required or authorised under any enactment to be done by the Joint Liquidators is to be done by all or any one or more of them.

Appendix 3 – Receipts and Payments account

Woodhouse Family Limited
(In Administration)
Joint Administrators' Trading Account

Statement of Affairs £	From 29/07/2021 To 28/01/2022 £	From 29/07/2019 To 28/01/2022 £
POST APPOINTMENT SALES		
Rent: Flat 4, 79 Bouverie Road West	3,870.00	16,780.00
Rent: Flat 1, 79 Bouverie Road West	NIL	4,211.64
Rent: Flat 2, 79 Bouverie Road West	NIL	2,939.14
Rent: Flat 3, 79 Bouverie Road West	NIL	1,295.00
Rent: 47 Evergreen Road, Camberley	NIL	12,025.00
Rent: Flat 2, Byron Studios	3,609.80	13,050.00
	<u>7,479.80</u>	<u>50,300.78</u>
TRADING EXPENDITURE		
Ground Rent re: Byron Studios	199.35	1,293.24
Insurance	1,751.65	8,169.25
Professional Fees & Disbs.	NIL	7,227.95
Property Management costs	2,876.34	9,067.46
Repairs & Maintenance	NIL	5,348.84
Security	NIL	2,781.90
Coast & Country Lets Commission	NIL	877.09
Property Maintenance Costs	NIL	164.95
Council Tax	NIL	1,157.41
	<u>(4,827.34)</u>	<u>(36,088.09)</u>
TRADING SURPLUS/(DEFICIT)	<u>2,652.46</u>	<u>14,212.69</u>

Woodhouse Family Limited
(In Administration)
Joint Administrators' Summary of Receipts & Payments

Statement of Affairs £	From 29/07/2021 To 28/01/2022 £	From 29/07/2019 To 28/01/2022 £
SECURED ASSETS		
79 Bouverie Road West	NIL	500,000.00
Barkisland Cottages	NIL	310,000.00
Barkisland Land	NIL	200,500.00
47 Evergreen Road	NIL	357,500.00
	NIL	1,368,000.00
COSTS OF REALISATION		
Property Agents' Fees	NIL	13,680.00
Property Agents' Disbursements	NIL	300.00
Joint administrators' remuneration	1,788.00	6,840.50
Legal Fees	NIL	16,167.50
Legal Disbursements	NIL	2,122.89
	(1,788.00)	(39,110.89)
ASSET REALISATIONS		
Bank Interest Gross	0.08	10.67
Ground Rent Received	NIL	94.53
Pre-appointment Rent	NIL	2,595.00
Trading Surplus/(Deficit)	2,652.46	14,212.69
	2,652.54	16,912.89
COST OF REALISATIONS		
Accountants' Fees	NIL	1,500.00
Consultancy Fees	6,800.00	6,800.00
Irrecoverable VAT	579.40	11,535.65
Re-Direction of Mail	NIL	211.00
Statutory Advertising	NIL	87.48
	(7,379.40)	(20,134.13)
DISTRIBUTIONS		
Mysing Fixed Charge Distributions	NIL	1,321,656.93
	NIL	(1,321,656.93)
	(6,514.86)	4,010.94
REPRESENTED BY		
Fixed bank account		2,491.47
Floating/main current account		1,519.47
		4,010.94

Appendix 4 – Analysis of Expenses Incurred

Joint Administrators' **Expenses**: comparison with estimate

Expenses	Original expenses estimate £	Actual expenses incurred in the Reporting Period £	Actual expenses incurred to date £	Reason for any excess (if the expenses are likely to, or have, exceeded the original estimate)
Legal costs – Hewlett Swanson	15,000	-	31,667	Hewlett Swanson have incurred further costs in their investigations work with regards to the collection of the Director's loan account and for assistance with the sale of the Land and Barkisland Cottages.
Agents' fees – Sanderson Weatherall	14,000	-	-	
Storage costs	180	-	-	
Courts advertising	175	-	87	
Bonding	225	-	225	
Insurance	8,000	1,752	8,170	Insurance cover is required to be maintained until all properties have been sold.
Mileage (own car usage)	63	-	-	
TOTAL	37,643	1,752	40,149	

Notes

The above costs exclude VAT.

Joint Administrators' **Expenses:** Category 1 and Category 2

Category 1 Trading Expenses			Current period		Cumulative period	
Company	Activity	Fee Basis	Incurred (£)	Paid (£)	Incurred (£)	Paid (£)
Fieldfisher LLP	Bradford Property Ground Rent	As incurred	-	-	1,094	1,094
Estates & Management	Bradford Property Ground Rent	As incurred	199	199	199	199
Estates & Management	Tenant renewal fee	Fixed fee	65	65	65	65
Insolvency Risk Services	Asset insurance	Fixed fee	1,752	1,752	8,170	8,170
Boultons	Professional fees and disbursements for assisting with the sales of the Land and Barkisland Cottages	As incurred	-	-	7,228	7,228
Squarefoot Apartments	Management costs relating to the Bradford Property	% of rental income	1,534	1,534	3,274	3,274
Inspired Property Management	Service charge for Bradford Property	Fixed fee	1,277	1,277	5,728	5,728
Various	Repairs & maintenance works on the Properties	As incurred	-	-	5,349	5,349
MAPS	Security costs	As incurred	-	-	2,782	2,782
Coast & Country Lets	Commission on rent for the Flats	As incurred	-	-	877	877
Various	Maintenance costs	As incurred	-	-	165	165
Surrey Heath Borough Council	Council tax for the Camberley Property	As incurred	-	-	1,157	1,157
Total			4,827	4,827	36,088	36,088

Category 1 Expenses			Current period		Cumulative period	
Company	Activity	Fee Basis	Incurred (£)	Paid (£)	Incurred (£)	Paid (£)
Boultons / Hunters / Chancellors	Property agent fees	1% of realisations	-	-	13,680	13,680
Boultons / Hunters / Chancellors	Property agent disbursements	As incurred	-	-	300	300
Wilson Bramwell / Hewlett Swanson	Legal fees and disbursements for Properties	Fixed fee	-	-	11,197	11,197
Hewlett Swanson	Legal fees and disbursements	Time costs	-	-	31,667	-
DLA Piper	Legal fees and disbursements	Time costs	-	-	9,746	-
Addleshaw Goddard	Legal fees and disbursements	Time costs	6,244	-	13,585	7,095
Hurst Accountants	Accountant's fee	Fixed fee	-	-	1,500	1,500
S G Pugh Consulting	Consultancy fees	Fixed fee	6,800	6,800	6,800	6,800
Royal Mail	Mail redirection costs	Fixed fee	-	-	211	211
Courts Advertising	Statutory Advertising	Fixed fee	-	-	87	87
AON	Bonding	Fixed fee	-	-	225	-
Total			13,044	6,800	88,998	40,870

Category 2 Expenses			Current period		Cumulative period	
Company	Activity	Fee Basis	Incurred (£)	Paid (£)	Incurred (£)	Paid (£)
Kroll	Travel and subsidence costs	As incurred	-	-	143	-
Total			-	-	143	-

Notes

The above costs exclude VAT.

The Joint Administrators' choice of professional advisors was based on their perception of the experience and ability of the respective firms/individuals to perform their work, the complexity and nature of the assignment and the basis of their fee.

Kroll Advisory Ltd, being the employer of the Joint Administrators and the staff working on the Administration, is considered an associate of the Administrators.

It is considered that these expenses are fair and reasonable and proportionate to the Administration

NB – the previous report stated that Hewlett Swanson had incurred costs of £71,124. This was an erroneous figure and has now been corrected to £31,667. DLA Piper costs were also erroneously omitted from the previous report. These have now been stated above.

Appendix 5 – Analysis of time charged

Joint Administrators' Fees

Refer to the table overleaf for a detailed breakdown on the Joint Administrators' time and cost summary in accordance with SIP 9.

107144 WOODHOUSE FAMILY LTD

ANALYSIS OF TIME COSTS FOR THE PERIOD 29/07/2021 to 28/01/2022

ADM-Admin. - Post Appt.

Classification of Work Function	Hours					Total Hours	Time Cost £	Avg Hourly Rate £
	Managing Director	Manager	Senior	Assistant	Support			
Administration and Planning								
Case review & Case Diary management	0.00	0.00	0.00	1.05	0.00	1.05	262.50	250.00
Cashiering & accounting	0.00	1.90	0.90	9.75	0.00	12.55	3,667.00	292.19
Dealings w/ directors & management (inc associated updates/reporting)	0.00	0.00	0.00	0.15	0.00	0.15	37.50	250.00
Insurance	0.00	0.00	0.00	0.40	0.00	0.40	100.00	250.00
Statutory matters (Meetings & Reports & Notices)	0.00	1.50	6.40	4.80	0.00	12.70	5,558.00	437.64
Strategy planning & control (incl engagement financial control)	0.00	0.00	0.00	2.25	0.00	2.25	562.50	250.00
Creditors								
Dealings with creditors and employees	0.00	0.00	0.00	0.50	0.00	0.50	125.00	250.00
Secured Creditors	0.00	0.00	0.50	0.00	0.00	0.50	297.50	595.00
Realisation of Assets								
Freehold and Leasehold Property	0.00	0.00	3.90	21.30	0.00	25.20	7,645.50	303.39
Other Intangible Assets	1.00	0.00	0.00	0.00	0.00	1.00	750.00	750.00
Total Hours:	1.00	3.40	11.70	40.20	0.00	56.30		337.58
Total Fees Claimed: £	750.00	1,554.00	6,826.50	9,875.00	0.00		19,005.50	

107144 WOODHOUSE FAMILY LTD

ANALYSIS OF TIME COSTS FOR THE PERIOD 29/07/2021 to 28/01/2022

Investigations

Classification of Work Function	Hours					Total Hours	Time Cost £	Avg Hourly Rate £
	Managing Director	Manager	Senior	Assistant	Support			
	0.00	7.00	0.00	0.00	0.00	7.00	4,270.00	610.00
Total Hours:	0.00	7.00	0.00	0.00	0.00	7.00		610.00
Total Fees Claimed: £	0.00	4,270.00	0.00	0.00	0.00		4,270.00	

107144 WOODHOUSE FAMILY LTD
ANALYSIS OF TIME COSTS FOR THE PERIOD 29/07/2019 to 28/01/2022

ADM-Admin. - Post Appt.

Classification of Work Function	Hours					Total Hours	Time Cost £	Avg Hourly Rate £
	Managing Director	Manager	Senior	Assistant	Support			
Administration and Planning								
Case review & Case Diary management	3.70	3.25	0.00	7.00	0.00	13.95	4,401.75	315.54
Cashiering & accounting	0.00	11.60	4.60	74.65	0.00	90.85	23,069.00	253.92
Dealings w/ directors & management (inc associated updates/reporting)	0.00	0.00	0.00	3.75	0.00	3.75	772.50	206.00
IPS set up & maintenance	0.00	0.00	0.00	0.75	0.00	0.75	102.00	136.00
Insurance	0.00	0.25	0.00	6.40	0.00	6.65	1,495.50	224.89
Statutory matters (Meetings & Reports & Notices)	1.00	28.00	25.40	128.75	0.00	183.15	48,947.50	267.25
Strategy planning & control (incl engagement financial control)	10.00	19.00	21.30	45.55	0.00	95.85	31,390.00	327.49
Tax Compliance / Planning	0.00	0.00	0.00	2.05	0.00	2.05	389.50	190.00
Creditors								
Dealings with creditors and employees	1.50	0.00	0.00	5.95	0.00	7.45	2,235.25	300.03
Non Pref Creditors / Employee claims handling	0.00	0.00	0.00	0.30	0.00	0.30	54.00	180.00
Pref claims adjudication & distribution	4.00	0.00	0.00	0.00	0.00	4.00	2,600.00	650.00
Secured Creditors	0.00	0.00	30.40	4.95	0.00	35.35	14,651.50	414.47
Investigations								
CDDA & reports & Communication	0.00	0.00	0.00	1.00	0.00	1.00	210.00	210.00
Financial review and investigations (S238/239 etc)	0.00	11.60	1.75	0.30	0.00	13.65	7,681.50	562.75
Realisation of Assets								
Book debts	0.00	0.00	5.10	5.60	0.00	10.70	3,337.00	311.87
Freehold and Leasehold Property	0.00	53.50	76.80	210.65	0.00	340.95	102,940.00	301.92
Other Intangible Assets	1.00	0.00	0.00	0.00	0.00	1.00	750.00	750.00
Other Tangible Assets	5.00	0.00	0.00	0.50	0.00	5.50	2,775.00	504.55
Trading								
Trading - Operations	0.00	0.00	0.00	0.25	0.00	0.25	45.00	180.00
Total Hours:	26.20	127.20	165.35	498.40	0.00	817.15		303.31
Total Fees Claimed: £	16,186.00	51,200.00	76,938.50	103,522.50	0.00		247,847.00	

107144 WOODHOUSE FAMILY LTD

ANALYSIS OF TIME COSTS FOR THE PERIOD 29/07/2019 to 28/01/2022

Investigations

Classification of Work Function	Hours					Total Hours	Time Cost £	Avg Hourly Rate £
	Managing Director	Manager	Senior	Assistant	Support			
	0.00	134.05	16.55	2.35	109.30	262.25	107,076.46	408.30
Total Hours:	0.00	134.05	16.55	2.35	109.30	262.25		408.30
Total Fees Claimed: £	0.00	72,824.68	5,736.50	643.78	27,871.50		107,076.46	

Appendix 6 – Narrative of work carried out for the Reporting Period

The key areas of work have been:

SIP 9 narrative for the Reporting Period

Administration and planning	<ul style="list-style-type: none">• Monitoring and reviewing the Administration strategy;• Briefing staff on the Administration strategy and matters in relation to workstreams;• Regular case management and reviewing of process including regular team update meetings and calls;• Meeting with management to review and update strategy and monitor progress;• Reviewing and authorising junior staff correspondence and other work;• Dealing with queries arising during the appointment;• Reviewing matters affecting the outcome of the Administration;• Allocating and managing staff/ case resourcing and budgeting exercises and reviews;• Liaising with legal advisors regarding various instructions; and• Complying with internal filing and information recording practices, including documenting strategy decisions.
Creditors	<ul style="list-style-type: none">• Updating the list of Unsecured Creditors;• Responding to enquiries from Creditors regarding the Administration and submission of their claims;• Reviewing completed forms submitted by Creditors, recording claim amounts and maintaining claim records; and• Drafting progress statutory progress reports.• Providing written and oral updates to the Secured Lenders regarding the progress of the Administration and cases strategy;• Filing notice of the extension of the Administration; and
Investigations	<ul style="list-style-type: none">• Managing and reviewing the Company books and records;• Investigating the affairs of the Company to identify any actions available to the Company against third parties in respect of antecedent transactions or other litigation; and• Documenting investigations.
Statutory and compliance	<ul style="list-style-type: none">• Ensuring compliance with all statutory obligations within the relevant timescales;• Uploading information to the Creditors' Website;• Drafting and publishing progress reports;• Reviewing time costs to date and producing analysis of time incurred which is compliant with SIP 9;• Monitoring the fees estimate; and• Monitoring the expenses estimate.
Cashiering	<ul style="list-style-type: none">• Preparing statutory receipts and payments accounts;• Renewing bonding and complying with statutory requirements;
Asset realisations	<ul style="list-style-type: none">• Collating information from the Company's records regarding assets;

- Liaising with agents regarding the sale of assets;
- Reviewing outstanding debtors and management of debt collection strategy;
- Liaising with third parties regarding costs incurred;
- Collecting rent due on the Company's remaining Properties;
- Reviewing and agreeing invoices;
- Reviewing costs incurred to ensure recorded accurately; and
- Arranging payments to agents and solicitors in a timely manner.

Tax

- Analysing and considering the tax effects of asset sales;
- Working on tax returns relating to the periods affected by the Administrator;
- Dealing with post appointment tax compliance.

Appendix 7 – Statement of Creditors' rights

Rule numbers refer to Insolvency (England & Wales) Rules 2016 (as amended)

Section or paragraph numbers refer to Insolvency Act 1986

If you require a copy of any relevant rule or section, please contact Perry Eleftheriou at Perry.Eleftheriou@kroll.com.

Information for Creditors on remuneration and expenses of Administrators

Information regarding the fees and expenses of Administrators, including details of the expenses policy and hourly charge out rates for each grade of staff that may undertake work on this case, is in a document called "Administration: A Creditor's Guide to Insolvency Practitioner Fees". This can be viewed and downloaded from the website at:

<https://www.kroll.com/en-gb/services/restructuring-advisory/creditor-guides-and-employee-fact-sheets>

Should you require a copy, please contact this office.

Creditors' requests for further information

If you would like to request more information about the Joint Administrators' remuneration and expenses disclosed in this progress report, you must do so in writing within 21 days of receiving this progress report.

Requests from Unsecured Creditors must be made with the concurrence of at least 5% in value of Unsecured Creditors (including, the Unsecured Creditor making the request) or with the permission of the Court.

Creditors' right to challenge our remuneration and expenses

If you wish to challenge the basis of the Joint Administrators' remuneration, the remuneration charged, or the expenses incurred during the period covered by this progress report, you must do so by making an application to Court within eight weeks of receiving this progress report.

Applications are by Unsecured Creditors (including the Unsecured Creditors making the challenge) or with the permission of the Court.

The full text of the relevant rules can be provided on request by writing to Perry Eleftheriou at Kroll Advisory Ltd., The Chancery, 58 Spring Gardens, Manchester, M2 1EW.

Appendix 8 – Definitions

Word or Phrase	Definition
the Act	The Insolvency Act 1986 (as amended)
Addleshaw Goddard	Addleshaw Goddard LLP, solicitors engaged to assist with the Court application to extend the Administration of the Company, assist with the repossession of Flat 4 and ad-hoc legal advice throughout the Reporting Period
the Agents	Sanderson Weatherall LLP, the independent agents who were instructed to value and sell the assets of the Company
the Appointment Date	29 July 2019, being the date of appointment of the Joint Administrators
the Bank/HSBC	HSBC Bank plc, with whom the Company banked
Barkisland Hall	The Director's residence
the Block Transfer Order/the Order	The Block Transfer Order (High Court of Justice, Business & Property Courts in Manchester CR-2021-MAN-000356) obtained on 16 June 2021. The Order provided for the formal removal of Philip Duffy and Sarah Bell from office and appointed replacement office holders, Robert Armstrong and Andrew Knowles as Joint Administrators
Boultons Estate Agents	Boultons Estate Agents, estate agents who were instructed to market and sell the land and cottages at Barkisland Hall and the Bradford Property
Bradford Property	Flat 2 Byron Studios, Byron Street, Bradford, BD3 0AU
Camberley Property	47 Evergreen Road, Frimley, Camberley, GU16 8PX
Category 1 Expenses	The Joint Administrators' expenses, in dealing with the Administration, to persons providing the service to which the expense relates and who are not an associate of the Administrator. These expenses can be paid without prior approval
Category 2 Expenses	The Joint Administrators' expenses, in dealing with the Administration, to associates or where there is an element of shared costs. Such expenses require approval by creditors before payment
the Cottages	Barkisland Hall Cottages, Stainland Road, Barkisland, Halifax, HX4 0AG
the Company	Woodhouse Family Limited (In Administration) (Company Number: 09810827)
DBEIS	Department for Business, Energy & Industrial Strategy
the Director	Gavin Woodhouse, the sole director of the Company as at the Appointment Date

EC Regulation	EC Regulation on Insolvency Proceedings 2000
the Flats	Flat 1, 79 Bouverie Road West, Folkestone, Kent, CT20 2PW Flat 2, 79 Bouverie Road West, Folkestone, Kent, CT20 2PW Flat 3, 79 Bouverie Road West, Folkestone, Kent, CT20 2PW Flat 4, 79 Bouverie Road West, Folkestone, Kent, CT20 2PW
the Former Joint Administrators	Philip Duffy and Sarah Bell of Kroll
Hewlett Swanson	The solicitors who were instructed to handle the sale of the Land at Barkisland Hall and to assist with the negotiations regarding the Director's loan account
Hurst Accountants	Hurst Accountants Limited, the accountants instructed to complete and file the Company's corporation tax return
the Joint Administrators	Robert Armstrong and Andrew Knowles of Kroll
Kroll	Kroll Advisory Ltd., The Chancery, 58 Spring Gardens, Manchester, M2 1EW
the Land	Land adjoining Barkisland Hall, Stainland Road, Barkisland, Halifax, HX4 0AG
NPD	Northern Powerhouse Developments Limited (In Administration) (Company Number: 09940469)
the Reporting Period	29 July 2021 to 28 January 2022
the Prescribed Part	Pursuant to Section 176A of the Act where a floating charge is created after 15 September 2003 a designated amount of the Company's net property (floating charge assets less costs of realisation) shall be made available to Unsecured Creditors
The Properties	1. Barkisland Hall Cottages, Stainland Road, Barkisland, Halifax, HX4 0AG 2. Land adjoining Barkisland Hall, Stainland Road, Barkisland, Halifax, HX4 0AG 3. 47 Evergreen Road, Frimley, Camberley, GU16 8PX 4. Flat 1, 79 Bouverie Road West 5. Flat 2, 79 Bouverie Road West 6. Flat 3, 79 Bouverie Road West 7. Flat 4, 79 Bouverie Road West 8. Flat 2 Byron Studios, Byron Street, Bradford, BD3 0AU
the Rules	The Insolvency (England & Wales) Rules 2016 (as amended)
the Secured Creditor/Mysing Capital	Mysing Capital Limited, being the holder of fixed and floating charges over the Company's assets
SIP 9	Statement of Insolvency Practice 9 – Industry best practice for Insolvency Practitioners in relation to disclosure of remuneration and disbursements

SOA	Statement of Affairs, documentation to be supplied by the Director outlining the Company's financial position as at the Appointment Date
Squarefoot Apartments	Squarefoot Apartments Limited, managing agents who collect the rent with respect to the Bradford Property
Wilson Bramwell	The solicitors who were engaged to handle the sale of Barkisland Hall Cottages, the Flats and the Camberley Property

Appendix 9 – Notice about this report

This report has been prepared by Robert Armstrong and Andrew Knowles, the Joint Administrators of the Company, solely to comply with their statutory duty to report to Creditors under the Insolvency (England and Wales) Rules 2016 on the progress of the Administration, and for no other purpose. It is not suitable to be relied upon by any other person, or for any other purposes, or in any other context.

This report has not been prepared in contemplation of it being used, and is not suitable to be used, to inform any investment decision in relation to the debt of any financial interest in the Company or any other company in the same group.

Any estimated outcomes for Creditors included in this report are illustrative only and cannot be relied upon as guidance as to the actual outcomes for Creditors.

Any person that chooses to rely on this report for any purpose or in any context other than under the Insolvency (England and Wales) Rules 2016 does so at their own risk. To the fullest extent permitted by law, the Joint Administrators do not assume any responsibility and will not accept any liability in respect of this report to any such person.

Robert Armstrong and Andrew Knowles are authorised to act as insolvency practitioners by the Insolvency Practitioners Association.

The Joint Administrators are bound by the Insolvency Code of Ethics.

The Joint Administrators act as agents for the Company and contract without personal liability. The appointments of the Joint Administrators are personal to them and, to the fullest extent permitted by law, Kroll Advisory Ltd does not assume any responsibility and will not accept any liability to any person in respect of this Progress Report or the conduct of the Administration.

Appendix 10 – Proof of Debt

PROOF OF DEBT - GENERAL FORM

Woodhouse Family Limited - in Administration Company Registration No. 09810827		
Date of Administration: 29 July 2019		
1.	Name of Creditor (If a company please also give company registration number and if non-UK, country of registration)	
2.	Address of Creditor for correspondence	REF
	Contact telephone number of creditor	
	Email address of creditor	
3.	Total amount of claim, including any Value Added Tax, as at the date of administration, less any payments made after this date in relation to the claim, any deduction under R14.20 of the Insolvency (England & Wales) Rules 2016 and any adjustment by way of set-off in accordance with R14.24 and R14.25	
4.	Details of any documents by reference to which the debt can be substantiated (please attach)	
5.	If amount in 3 above includes outstanding uncapitalised interest please state amount	£
6.	Particulars of how and when debt incurred (If you need more space append a continuation sheet to this form)	
7.	Particulars of any security held, the value of the security, and the date it was given	
8.	Particulars of any reservation of title claimed, in respect of goods supplied to which the claim relates	
9.	Signature of creditor or person authorised to act on his behalf	
	Name in BLOCK LETTERS	DATE
	Are you the sole member of the creditor?	YES / NO
	Position with or in relation to creditor _____ Address of person signing (if different from 2 above)	
Admitted to vote for £		Admitted for dividend for £
Date		Date
Administrator		Administrator