

# LIQ03

## Notice of progress report in voluntary winding up



For further information, please refer to our guidance at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)

<b>1</b> <b>Company details</b>	
Company number	0 9 8 8 9 3 9 1
Company name in full	Midland Stairs and Joinery Limited
<b>→ Filling in this form</b> Please complete in typescript or in bold black capitals.	
<b>2</b> <b>Liquidator's name</b>	
Full forename(s)	Amie Helen
Surname	Johnson
<b>3</b> <b>Liquidator's address</b>	
Building name/number	1 Kings Avenue
Street	Winchmore Hill
Post town	London
County/Region	
Postcode	N 2 1 3 N A
Country	
<b>4</b> <b>Liquidator's name ①</b>	
Full forename(s)	Yiannis
Surname	Koumettou
<b>① Other liquidator</b> Use this section to tell us about another liquidator.	
<b>5</b> <b>Liquidator's address ②</b>	
Building name/number	1 Kings Avenue
Street	Winchmore Hill
Post town	London
County/Region	
Postcode	N 2 1 3 N A
Country	
<b>② Other liquidator</b> Use this section to tell us about another liquidator.	

# LIQ03

## Notice of progress report in voluntary winding up

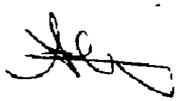
### 6 Period of progress report

From date	<sup>d</sup> 1	<sup>d</sup> 8	<sup>m</sup> 0	<sup>m</sup> 3	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 2	<sup>y</sup> 0	
To date	<sup>d</sup> 1	<sup>d</sup> 7	<sup>m</sup> 0	<sup>m</sup> 3	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 2	<sup>y</sup> 1	

### 7 Progress report

<input checked="" type="checkbox"/> The progress report is attached	
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### 8 Sign and date

Liquidator's signature	Signature <b>X</b>  <b>X</b>								
Signature date	<sup>d</sup> 1	<sup>d</sup> 2	<sup>m</sup> 0	<sup>m</sup> 5	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 2	<sup>y</sup> 1	

# LIQ03

## Notice of progress report in voluntary winding up

### **Presenter information**

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

Contact name **Daniel Oldham**

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

Address **1 Kings Avenue**

Post town **London**

County/Region

Postcode 

	N	2	1		3	N	A
--	---	---	---	--	---	---	---

Country

DX **DX 36953 Winchmore Hill**

Telephone **020 8370 7250**

### **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](http://www.gov.uk/companieshouse) or email [enquiries@companieshouse.gov.uk](mailto: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](http://www.gov.uk/companieshouse)**

**Midland Stairs and Joinery Limited**  
**(In Liquidation)**  
**Joint Liquidators' Summary of Receipts & Payments**

Statement of Affairs £	From 18/03/2020 To 17/03/2021 £	From 18/03/2019 To 17/03/2021 £
	<b>HIRE PURCHASE</b>	
57,500.00	NIL	NIL
(52,000.00)	NIL	NIL
	NIL	NIL
	<b>ASSET REALISATIONS</b>	
	0.26	1.92
	NIL	1,000.00
	NIL	6,000.00
	0.26	7,001.92
	<b>COST OF REALISATIONS</b>	
	750.00	750.00
	NIL	5,000.00
	(750.00)	(5,750.00)
	<b>UNSECURED CREDITORS</b>	
(19,740.00)	NIL	NIL
(22,000.00)	NIL	NIL
(252,014.18)	NIL	NIL
(12,000.00)	NIL	NIL
(30,781.75)	NIL	NIL
	NIL	NIL
	<b>DISTRIBUTIONS</b>	
(1.00)	NIL	NIL
	NIL	NIL
<b>(331,036.93)</b>	<b>(749.74)</b>	<b>1,251.92</b>
	<b>REPRESENTED BY</b>	
		101.92
		1,150.00
		<b>1,251.92</b>

**Note:**

All sums shown are net of any VAT. Any VAT payable, recoverable or suffered is disclosed separately.

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# Midland Stairs and Joinery Limited - in **Creditors' Voluntary Liquidation**

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Progress report

Period: 18 March 2020 to 17 March 2021

## Important Notice

This progress report has been produced solely to comply with my statutory duty to report to creditors and members of the Company on the progress of the liquidation. The report is private and confidential and may not be relied upon, referred to, reproduced or quoted from, in whole or in part, by creditors and members for any purpose other than this report to them, or by any other person for any purpose whatsoever.

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# 1. INTERPRETATION

<u>Expression</u>	<u>Meaning</u>
“the Company”	Midland Stairs and Joinery Ltd (in Creditors’ Voluntary Liquidation)
“the liquidation”	The appointment of liquidators on 18 March 2019
“the liquidators”	Amie Johnson and Yiannis Koumettou of Begbies Traynor (Central) LLP, 1 Kings Avenue, Winchmore Hill, London N21 3NA
“the Act”	The Insolvency Act 1986 (as amended)
“the Rules”	The Insolvency (England and Wales) Rules 2016
“secured creditor” and “unsecured creditor”	Secured creditor, in relation to a company, means a creditor of the company who holds in respect of his debt a security over property of the company, and “unsecured creditor” is to be read accordingly (Section 248(1)(a) of the Act)
“security”	(i) In relation to England and Wales, any mortgage, charge, lien or other security (Section 248(1)(b)(i) of the Act); and  (ii) In relation to Scotland, any security (whether heritable or moveable), any floating charge and any right of lien or preference and any right of retention (other than a right of compensation or set off) (Section 248(1)(b)(ii) of the Act)
“preferential creditor”	Any creditor of the Company whose claim is preferential within Sections 386, 387 and Schedule 6 to the Act

# 2. COMPANY INFORMATION

Trading name:	Midland Stairs and Joinery Limited
Company registered number:	09889391
Company registered office:	1 Kings Avenue, Winchmore Hill, London N21 3NA
Former trading address:	Unit 9A Woodbrook Trading Estate, Warwick CV34 5XH

# 3. DETAILS OF APPOINTMENT OF LIQUIDATORS

Date winding up commenced:	18 March 2019
Date of liquidators’ appointment:	18 March 2019
Changes in liquidator (if any):	None

## 4. PROGRESS DURING THE PERIOD

### Receipts and Payments

My Receipts & Payments account for the period 18 March 2020 to 17 March 2021 is attached at Appendix I, as is a cumulative account from the date of my appointment to the end of the reporting period. The balance of funds is held with Barclays Bank Plc in an interest-bearing estate bank account.

I can confirm that since my appointment I have carried out all work necessary to identify the assets of the Company and investigate its conduct pursuant to the provisions of the Act. In addition, there is certain work that I am required by the insolvency legislation to undertake work in connection with the liquidation that provides no financial benefit for the creditors. A description of the routine work undertaken during the period covered by this report is contained below.

Details of the types of work that generally fall into the headings mentioned below are available on my firm's website - <http://www.begbies-traynorgroup.com/work-details>. Under the following headings I will explain the specific work that has been undertaken on this case. Not every piece of work has been described, but we have sought to give a proportionate overview which provides sufficient detail to allow creditors to understand what has been done, why it was necessary and what financial benefit (if any) the work has provided to creditors.

The costs incurred in relation to each heading are set out in the Time Costs Analysis which is attached at Appendix II.

### General case administration and planning

The following is a list of work I have undertaken to-date, which is work that I am required to undertake that but provides no financial benefit to the Company creditors:

- Case planning - devising an appropriate strategy for dealing with the case and giving instructions to the staff to undertake the work on the case.
- Setting up physical/electronic case files.
- Setting up the case on the practice's electronic case management system and entering data.
- Issuing the statutory notifications to creditors and other required on appointment as office holder, including gazetting the office holder's appointment.
- Obtaining a specific penalty bond (this is insurance required by statute that every insolvency office holder has to obtain for the protection of each estate).
- Convening and holding decision procedures or general meetings of creditors and members (as applicable).
- Dealing with all routine correspondence and emails relating to the case.
- Opening, the office holder's estate bank account.
- Creating, the office holder's cashbook.
- Undertaking regular reconciliations of the bank account containing estate funds.
- Reviewing the adequacy of the specific penalty bond on a quarterly basis.
- Undertaking periodic reviews of the progress of the case.
- Overseeing and controlling the work done on the case by case administrators.

### Investigations

I undertook an initial investigation into the Company's affairs to establish whether there were any potential asset recoveries or conduct matters that justified further investigation, taking account of the public interest, potential recoveries, the funds likely to be available to fund an investigation, and the costs involved. Specifically, I recovered, listed and reviewed the Company's accounting records; obtained and reviewed copy bank statements for the 2 years prior to the Company ceasing to trade from the Company's bankers; and compared the information in the

Company's last set of accounts with that contained in the statement of affairs lodged in the liquidation and made enquiries about the reasons for the changes.

During my review of the Company's banking activity I highlighted a number of transactions that required further explanation. I wrote to the director numerous times requested such an explanation though none was forthcoming. As a result, I instructed Freeths LLP to pursue the director for the requisite explanation and accompanying substantiating documentary evidence. Albeit that the director has delivered up certain of the Company's books and records, he has failed to provide me with the explanations requested. Consequently, I instructed my solicitors to draft an application to court to order him to explain and corroborate the transactions. Following notification of our intentions in this respect, the director expressed a willingness to cooperate and provided some explanations of the transactions queried. However, these explanations were entirely inadequate in nature and he has since failed to respond to any follow-up correspondence. Consequently, I have instructed my solicitors to proceed with the aforementioned application to court.

Within three months of my appointment as Liquidator, I am required to submit a confidential report to the Department for Business Energy and Industrial Strategy to include any matters which have come to my attention during the course of my work which may indicate that the conduct of any past or present Director would make them unfit to be concerned with the management of the Company. I can confirm that I have discharged my duty in this regard.

#### Asset Realisations

##### Sale of business and assets

The business and assets were valued by my independent valuation agent, Richard Mascall of MGR Appraisals Management Ltd ("MGR"). MGR attended at the premises in order to carry out the valuation.

As previously reported, in accordance with Statement of Insolvency Practice 13, I am obliged to inform creditors of any sale of the Company's business or assets which involves a party connected to the Company. In this regard I can confirm I received an offer to purchase whatever right, title or interest the Company had in its business and assets from the director of the Company in sum of £6,000. Following the advice of my agents, MGR, this offer was accepted as acceptance of the offer was deemed to be of the most value to the liquidation estate when compared with the alternatives considered.

The funds have been received in full. There will be no further realisations in this regard.

##### Assets held on finance

At the time of my appointment, the Company held a number of assets subject to a hire purchase agreement with Close Brothers Finance.

My agents advised that albeit there may be some equity in the agreement on the basis of the ex-situ market value it is their experience that upon notice of an appointment of an insolvency practitioner Close Brothers will terminate the agreement.

Following our appointment this agreement was terminated by Close Brothers Finance when the Company entered liquidation, leaving no surplus.

There will be no realisation in this regard.

The Company holds no further assets.

#### **Dealing with all creditors' claims, correspondence and distributions**

I am required 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. I also need to deal with correspondence and queries received from creditors

regarding their claims and dividend prospects as they are received. I am required to undertake this work as part of my statutory functions.

The following is a breakdown of the work I have undertaken in respect of the Company's creditors:

- Obtaining information from the case records about employee claims.
- Completing documentation for submission to the Redundancy Payments Office.
- Corresponding with employees regarding their claims.
- Liaising with the Redundancy Payments Office regarding Employment Tribunal claims.
- Dealing with creditor correspondence, emails and telephone conversations regarding their claims.
- Maintaining up-to-date creditor information on the case management system.

## 5. ESTIMATED OUTCOME FOR CREDITORS

### Secured Creditors

There are no secured creditors.

### Preferential creditors/Employees

According to its director the Company had no preferential creditors at the time of my appointment. However, it later transpired that two employees have successfully taken the Company to an employment tribunal, necessitating that I provide the Redundancy Payments Office ("RPO") with all the requisite paperwork to allow them to process the claims in question, dealing with queries received from both the ex-employees and the RPO in the process. I have submitted the requisite documentation in this regard though I am yet to receive the RPO's claim in the liquidation.

### Unsecured creditors

The statement of affairs detailed unsecured creditors with an estimated total liability of £388,535.93. To-date I have received eleven unsecured claims in the total sum of £375,779.34.

A Proof of Debt form is enclosed at Appendix IV. If you have not already lodged one you should now complete and return it to me, together with evidence in support of your claim.

Section 176A of the Act provides that, where the company has created a floating charge on or after 15 September 2003, the liquidator must make a prescribed part of the Company's net property available for the unsecured creditors and not distribute it to the floating charge holder except in so far as it exceeds the amount required for the satisfaction of unsecured debts. Net property means the amount which would, were it not for this provision, be available to floating charge holders out of floating charge assets (i.e. after accounting for preferential debts and the costs of realising the floating charge assets). The prescribed part of the Company's net property is calculated by reference to a sliding scale as follows:

- 50% of the first £10,000 of net property;
- 20% of net property thereafter;
- Up to a maximum amount to be made available of £600,000

A liquidator will not be required to set aside the prescribed part of net property if:

- the net property is less than £10,000 and the liquidator thinks that the cost of distributing the prescribed part would be disproportionate to the benefit; (Section 176A(3)) or

- the liquidator applies to the court for an order on the grounds that the cost of distributing the prescribed part would be disproportionate to the benefit and the court orders that the provision shall not apply (Section 176A(5)).

To the best of our knowledge and belief, there are no unsatisfied floating charges created or registered on or after 15 September 2003 and, consequently, there is no net property as defined in Section 176A(6) of the Act and, therefore, no prescribed part of net property is available for distribution to the unsecured creditors.

#### Dividend prospects

It is unclear at this stage as to whether I'll be in a position to distribute a dividend to the Company's creditors. This shall largely be dependent upon the outcome of my investigations into the Company's banking activity as outlined in section 4 of this report.

## 6. REMUNERATION & DISBURSEMENTS

### Remuneration & Disbursements

The initial basis of my remuneration was approved by the body of creditors on 18 March 2019 to be drawn on a combination of a fixed fee and percentage of realisations basis, the details of which were as follows:

- Fixed fee of £15,000 for undertaking the following categories of work: Administration, Creditors and Investigations
- 20% of realisations in respect of the Company's books debts\* and 20% of realisations in respect of the Company's furniture and equipment

I have not drawn any post appointment fees to-date.

I have attached a detailed breakdown of the time costs I have incurred to-date at Appendix II. Also attached at Appendix II is Begbies Traynor (Central) LLP's 'Charging Policy'.

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/>. A copy of 'A Creditors Guide to Liquidators' Fees' also published by R3, together with an explanatory note which shows Begbies Traynor (Central) LLP' fee policy are available at the link [www.begbies-traynor.com](http://www.begbies-traynor.com). Please note that there are different versions of the Guidance Notes and in this case you should refer to the April 2017 version.

### Time Costs Analysis

The Time Costs Analysis for the period of this report attached at Appendix II shows the time spent by each grade of staff on the different types of work involved in the case and the accompanying 'Charging Policy' gives the total costs and average hourly rate charged for each work type.

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

I have incurred time costs during the reporting period totalling £15,858.80, representing 28.7 hours, incurred at an average charge out rate of £269.29. Since the date of my appointment I have incurred time costs totalling £15,858.80, representing 59.1 hours, incurred at an average charge out rate of £268.34.

### Work undertaken prior to appointment

In addition to the post appointment time costs detailed in the Time Costs Analysis, the costs relating to work undertaken prior to my appointment in assisting with the preparation of the statement of affairs and seeking the

decisions of creditors on the nomination of liquidators were approved by the creditors on 18 March 2019 on the following basis:

- £5,000 plus VAT for my assistance with preparing the statement of affairs and arranging the decision procedure for creditors to appoint a liquidator

I have drawn this fee in full.

## 7. LIQUIDATORS' EXPENSES

A statement of the Category 1 and Category 2 expenses I have incurred since my last progress report is attached at Appendix III, as is a cumulative statement showing the total expenses incurred since the date of my appointment.

I have not drawn any expenses.

To-date I have instructed the following agents or professional advisors to assist me in respect of the work detailed as follows:

Professional Advisor	Nature of Work	Basis of Fees
MGR	Valuers	Fixed fee
Freeths	Solicitors	Time costs

The choice of professionals was based on my perception of their experience and ability to perform this type of work and the complexity and nature of the assignment.

I also considered that the basis on which they will charge their fees represented value for money. I have reviewed the charges they have made and am satisfied that they are reasonable in the circumstances of this case.

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

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

Matters to be dealt with prior to closure of this case

The only matter is the commence and enforcement of legal proceedings against the director in respect of the aforementioned banking transactions. Depending on the outcome of such proceedings I may also be required to declare and distribute a dividend to the Company's creditors.

## 9. OTHER RELEVANT INFORMATION

Use of personal information

Please note that in the course of discharging my statutory duties as joint liquidator, I may need to access and use personal data, being information from which a living person can be identified. Where this is necessary, I am required to comply with data protection legislation. If you are an individual and you would like further information about your rights in relation to our use of your personal data, you can access the same at <https://www.begbies->

traynorgroup.com/privacy-notice. If you require a hard copy of the information, please do not hesitate to contact us.

## 10. CREDITORS' RIGHTS

### Right to request further information

Pursuant to Rule 18.9 of the Rules, within 21 days of the receipt of this report a secured creditor, or an unsecured creditor with the concurrence of at least 5% in value of the unsecured creditors, including that creditor, (or an unsecured creditor with less than 5% in value of the unsecured creditors, but with the permission of the court) may request in writing that I provide further information about my remuneration or expenses which have been incurred during the period of this progress report.

### Right to make an application to court

Pursuant to Rule 18.34 of the Rules, any secured creditor or any unsecured creditor with the concurrence of at least 10% in value of the unsecured creditors including that creditor, (or any unsecured creditors with less than 10% in value of the unsecured creditors, but with the permission of the court) may, within 8 weeks of receipt of this progress report, make an application to court on the grounds that the remuneration charged or the expenses incurred during the period of this progress report are excessive or, the basis fixed for my remuneration is inappropriate.

## 11. CONCLUSION

The liquidation shall remain open until such time that I have completed the tasks detailed in Section 8.



Amie Johnson LLB (Hons) MIPA MABRP  
JOINT LIQUIDATOR

Dated: 12 May 2021

# LIQUIDATORS' ACCOUNT OF RECEIPTS AND PAYMENTS

Midland Stairs & Joinery Limited  
(In Liquidation)

JOINT LIQUIDATORS' RECEIPTS AND PAYMENTS ACCOUNT

	From 18/03/2020 To 17/03/2021 £	From 18/03/2019 To 17/03/2021 £
<b>RECEIPTS</b>		
Assets on Finance Close Brothers Financ	0.00	0.00
Directors Injection	0.00	1,000.00
Sale of Business	0.00	6,000.00
Bank Interest Gross	0.26	1.92
	0.26	7,001.92
<b>PAYMENTS</b>		
Close Brother Finance	0.00	0.00
Pre-appointment Fees	0.00	5,000.00
Agents/Valuers Fees	750.00	750.00
Trade & Expense Creditors	0.00	0.00
Rates	0.00	0.00
Directors Loan	0.00	0.00
Bank/ Institutions	0.00	0.00
HMRC - PAYE/NIC/VAT/CIS/CT	0.00	0.00
Ordinary Shareholders	0.00	0.00
Vat Receivable	150.00	1,150.00
	900.00	6,900.00
<b>BALANCE - 17 March 2021</b>		<b>101.92</b>

Note:

All sums shown are net of any VAT. Any VAT payable, recoverable or suffered is disclosed separately.

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## TIME COSTS AND DISBURSEMENTS

- a. Begbies Traynor (Central) LLP's charging policy.
- b. Time Costs Analysis for the period 18 March 2020 to 17 March 2021
- c. Time Costs Analysis for the period 18 March 2019 to 17 March 2021

## BEGBIES TRAYNOR CHARGING POLICY

### INTRODUCTION

This policy applies where a licensed insolvency practitioner in the firm is acting as an office holder of an insolvent estate and seeks creditor approval to draw remuneration on either of the bases allowed under The Insolvency Act England & Wales Rules 2016. These are either:

- As a percentage of the value of the assets realised and/or distributed
- On a time costs basis or
- As a set amount.

In this case we are seeking to be remunerated on a combination basis. Different rates can be used for individual assets or types of assets. Where we would like to realise assets on variable bases we will provide further information explaining why we think that this is appropriate and ask creditors to approve the variables.

Within our fee estimate creditors can see how we propose to be remunerated.

In addition, this policy applies where creditor approval is sought to make a separate charge by way of expenses or disbursements to recover the cost of facilities provided by the firm. It also applies where payments are to be made to parties other than the firm, but in relation to which the office holder, the firm or any associate has an interest. Best practice guidance\* indicates that such charges should be disclosed to those who are responsible for approving the basis of the office holder's remuneration, together with an explanation of how those charges are calculated.

### EXPENSES INCURRED BY OFFICE HOLDERS IN RESPECT OF THE ADMINISTRATION OF INSOLVENT ESTATES

Expenses are payments from the estate which are neither an office holder's remuneration nor a distribution to a creditor or a member. Expenses also include disbursements, which are expenses that are initially paid by the office holder's own firm, but which are subsequently reimbursed from the estate when funds are available.

Best practice guidance classifies expenses into two broad categories:

- Category 1 expenses (approval not required) - Specific expenditure that is directly related to the case and referable to an independent external supplier's invoice. All such items are charged to the case as they are incurred.
- Category 2 expenses (approval required) - Items of expenditure that are directly related to the case and either:
  - (i) include an element of shared or allocated cost and are based on a reasonable method of calculation, but which are not payable to an independent third party; or
  - (ii) are items of expenditure which are payable to an associate of the office holder and/or their firm.

#### Shared or allocated costs (pursuant to (i) above)

The following expenses include an element of shared or allocated cost and are charged to the case (subject to approval).

- Internal meeting room usage for the purpose of physical meetings of creditors is charged at the rate of £100per meeting;

\* Statement of Insolvency Practice 9, (SIP9) – Payments to Insolvency office holders and their associates from an estate

- Car mileage which is charged at the rate of 45 pence per mile

#### BEGBIES TRAYNOR CHARGE-OUT RATES

Begbies Traynor is a national firm. The rates charged by the various grades of staff that may work on a case are set nationally, but vary to suit local market conditions. The rates applying to the London North office as at the date of this report are as follows:

Grade of staff	Charge-out rate (£ per hour) 1 December 2018 until further notice
Partner	495
Director	445
Senior Manager	395
Manager	345
Assistant Manager	250
Senior Administrator	225
Administrator	175
Junior Administrator	140
Support	140

Time spent by support staff such as secretarial, administrative and cashiering staff is charged directly to cases. It is not carried as an overhead.

As detailed above, time is recorded in six-minute units.

SIP9 Midland Stairs & Joinery Limit - Creditors Voluntary Liquidation - 21MI32697.CVL : Time Costs Analysis From 18/03/2020 To 17/03/2021

Staff Grade		Consultant/Partner	Director	Snr Mngr	Mngr	Asst Mngr	Snr Admin	Admin	Jnr Admin	Support	Total Hours	Time Cost £	Average hourly rate £
General Case Administration and Planning	Case planning	2.3	0.5					3.9			6.7	1,830.00	273.15
	Administration	1.7	0.7					0.4	0.7		3.5	1,195.00	341.43
	<b>Total for General Case Administration and Planning:</b>	<b>4.0</b>	<b>1.2</b>					<b>4.3</b>	<b>0.7</b>		<b>10.2</b>	<b>3,025.00</b>	<b>296.57</b>
Compliance with the Insolvency Act, Rules and best practice	Appointment							0.1			0.1	19.00	190.00
	Banking and Bonding									2.6	2.6	286.00	110.00
	Case Closure												0.00
	Statutory reporting and statement of affairs		0.6					1.5			2.1	516.00	245.71
	<b>Total for Compliance with the Insolvency Act, Rules and best practice:</b>		<b>0.6</b>					<b>1.6</b>		<b>2.6</b>	<b>4.8</b>	<b>821.00</b>	<b>171.04</b>
Investigations	CDDA and investigations		2.9					4.7			7.6	2,009.50	264.41
	<b>Total for Investigations:</b>		<b>2.9</b>					<b>4.7</b>			<b>7.6</b>	<b>2,009.50</b>	<b>264.41</b>
Realisation of assets	Debt collection												0.00
	Property, business and asset sales	0.4						3.0			3.4	746.00	219.41
	Retention of Title/Third party assets												0.00
	<b>Total for Realisation of assets:</b>	<b>0.4</b>						<b>3.0</b>			<b>3.4</b>	<b>746.00</b>	<b>219.41</b>
Trading	Trading												0.00
	<b>Total for Trading:</b>												<b>0.00</b>
Dealing with all creditors claims (including employees), correspondence and distributions	Secured												0.00
	Others							0.2			0.2	38.00	190.00
	Creditors committee												0.00
	<b>Total for Dealing with all creditors claims (including employees), correspondence and distributions:</b>							<b>0.2</b>			<b>0.2</b>	<b>38.00</b>	<b>190.00</b>
Other matters which includes seeking decisions of creditors, meetings, tax, litigation, pensions and travel	Seeking decisions of creditors												0.00
	Meetings												0.00
	Other												0.00
	Tax												0.00
	Litigation	2.3	0.2								2.5	1,089.00	435.60
	<b>Total for Other matters:</b>	<b>2.3</b>	<b>0.2</b>								<b>2.5</b>	<b>1,089.00</b>	<b>435.60</b>
	<b>Total hours by staff grade:</b>	<b>6.7</b>	<b>4.9</b>					<b>13.8</b>	<b>0.7</b>	<b>2.6</b>	<b>28.7</b>		
	<b>Total time cost by staff grade:</b>	<b>2,832.50</b>	<b>1,886.50</b>					<b>2,822.00</b>	<b>101.50</b>	<b>286.00</b>		<b>7,728.50</b>	
	<b>Average hourly rate £:</b>	<b>422.76</b>	<b>385.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>190.00</b>	<b>145.00</b>	<b>110.00</b>			<b>269.29</b>
	<b>Total fees drawn to date £:</b>											<b>0.00</b>	

SIP9 Midland Stairs & Joinery Limit - Creditors Voluntary Liquidation - 21MI32697.CVL : Time Costs Analysis From 18/03/2019 To 17/03/2021

Staff Grade	Consultant/Partner	Director	Snr Mngr	Mngr	Asst Mngr	Snr Admin	Admin	Jnr Admin	Support	Total Hours	Time Cost £	Average hourly rate £
General Case Administration and Planning	Case planning	2.7	1.2				4.7			8.6	2,422.00	281.53
	Administration	4.4	0.7		0.3	5.3	0.6	1.0	1.0	13.3	3,968.80	298.41
	<b>Total for General Case Administration and Planning:</b>	<b>7.1</b>	<b>1.9</b>		<b>0.3</b>	<b>5.3</b>	<b>5.3</b>	<b>1.0</b>	<b>1.0</b>	<b>21.9</b>	<b>6,390.80</b>	<b>291.82</b>
Compliance with the Insolvency Act, Rules and best practice	Appointment						0.1			0.1	19.00	190.00
	Banking and Bonding								2.6	2.6	286.00	110.00
	Case Closure											0.00
	Statutory reporting and statement of affairs		0.6				1.5			2.1	516.00	245.71
<b>Total for Compliance with the Insolvency Act, Rules and best practice:</b>		<b>0.6</b>				<b>1.6</b>		<b>2.6</b>	<b>4.8</b>	<b>821.00</b>	<b>171.04</b>	
Investigations	CDDA and investigations	0.5	3.9			9.1	6.0			19.5	5,281.70	270.86
	<b>Total for Investigations:</b>	<b>0.5</b>	<b>3.9</b>			<b>9.1</b>	<b>6.0</b>			<b>19.5</b>	<b>5,281.70</b>	<b>270.86</b>
Realisation of assets	Debt collection											0.00
	Property, business and asset sales	0.4					3.0			3.4	746.00	219.41
	Retention of Title/Third party assets											0.00
	<b>Total for Realisation of assets:</b>	<b>0.4</b>					<b>3.0</b>			<b>3.4</b>	<b>746.00</b>	<b>219.41</b>
Trading	Trading											0.00
	<b>Total for Trading:</b>											<b>0.00</b>
Dealing with all creditors claims (including employees), correspondence and distributions	Secured					1.3				1.3	343.80	264.46
	Others		0.2				4.1	0.1		4.4	870.50	197.84
	Creditors committee											0.00
	<b>Total for Dealing with all creditors claims (including employees), correspondence and distributions:</b>		<b>0.2</b>			<b>1.3</b>	<b>4.1</b>	<b>0.1</b>		<b>5.7</b>	<b>1,214.30</b>	<b>213.04</b>
Other matters which includes seeking decisions of creditors, meetings, tax, litigation, pensions and travel	Seeking decisions of creditors											0.00
	Meetings											0.00
	Other											0.00
	Tax						0.7	0.2		0.9	162.00	180.00
	Litigation	2.3	0.6							2.9	1,243.00	428.62
	<b>Total for Other matters:</b>	<b>2.3</b>	<b>0.6</b>				<b>0.7</b>	<b>0.2</b>		<b>3.8</b>	<b>1,405.00</b>	<b>369.74</b>
<b>Total hours by staff grade:</b>	<b>10.3</b>	<b>7.2</b>		<b>0.3</b>		<b>15.7</b>	<b>20.7</b>	<b>1.3</b>	<b>3.6</b>	<b>59.1</b>		
<b>Total time cost by staff grade:</b>	<b>4,235.00</b>	<b>2,772.00</b>		<b>99.00</b>		<b>4,235.30</b>	<b>3,935.00</b>	<b>188.50</b>	<b>396.00</b>		<b>15,858.80</b>	
<b>Average hourly rate £:</b>	<b>411.17</b>	<b>385.00</b>	<b>0.00</b>	<b>330.00</b>	<b>0.00</b>	<b>269.76</b>	<b>190.00</b>	<b>145.00</b>	<b>110.00</b>			<b>268.34</b>
<b>Total fees drawn to date £:</b>											<b>0.00</b>	

## LIQUIDATORS' EXPENSES

a. For the period 18 March 2020 to 17 March 2021

Type of expense	Category of expense	Name of party with whom expense incurred	Amount incurred	Amount discharged
Postage	2	Royal Mail/Postworks	£15.84	Nil

b. For the period 18 March 2019 to 17 March 2021

Type of expense	Category of expense	Name of party with whom expense incurred	Amount incurred	Amount discharged
Statutory Advertising	2	The Legal & Public Notices Advertising Agency	£120.70	Nil
Statutory Bond	2	AUA Insolvency Risk Services	£44.00	Nil
Postage	2	Royal Mail/Postworks	£67.66	Nil
Companies House Search Fees	2	Companies House	£7.00	Nil

## PROOF OF DEBT FORM

## CREDITOR CLAIM FORM – CREDITORS' VOLUNTARY LIQUIDATION

NAME OF COMPANY IN LIQUIDATION	MIDLAND STAIRS & JOINERY LIMITED
REGISTERED COMPANY NUMBER	09889391
TRADING ADDRESS	Unit 9A, Woodbrook Trading Estate, Warwick CV34 5XH
RELEVANT DATE	18 March 2019

Name of creditor	
Address of creditor	
Telephone number of creditor	
Email address	
Total amount of claim  Where payment is made or set-off applied after the relevant date this should be deducted and relevant deductions disclosed.	<u>Inclusive of VAT at the relevant date - see above</u>  £ _____
Details of any document by reference to which the debts can be substantiated.	
Details of goods or services to which the claim relates.	
Details of whether the whole or any part of your claim is preferential under section 386 of, and Schedule 6 to, the Insolvency Act 1986.	Category  Amount(s) claimed as preferential      £ _____
If the total amount above includes outstanding uncapitalised interest please state the amount.	£ _____
Particulars of any security held, the value of the security and the date it was given. Please explain how you valued your security.	

	£ _____
Particulars of any reservation of title claimed in respect of goods supplied to which the claim relates.	
Signature of creditor or person authorised to act on behalf of creditor.	
Name in BLOCK CAPITALS	
Position or relationship with creditor  Address of person signing (if different from address above)	
Date _____	
<b>PLEASE ATTACH A DETAILED STATEMENT OF ACCOUNT or other particulars of how the debt arose</b>	

**ACKNOWLEDGEMENT OF CLAIM (for Liquidators' Use only)**

<p>I acknowledge receipt of a claim in the Liquidation of £ _____ including VAT, as detailed above.</p> <p>This acknowledgement does not necessarily admit the claim to rank for dividend.</p>	<p>Signed _____ for <b>Amie Helen Johnson and Yiannis Koumettou</b>, Joint Liquidators</p>
<p>Date _____</p>	<p style="text-align: right;"><b>Begbies Traynor (Central) LLP</b>  <b>1 Kings Avenue, London N21 3NA</b></p>