

AM10

Notice of administrator's progress report



Companies House

TUESDAY



A18 *A7JM3IEP* #191
27/11/2018
COMPANIES HOUSE

1 Company details

Company number 1 0 0 3 5 6 4 1

Company name in full Wepos Limited

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

2 Administrator's name

Full forename(s) Steven

Surname Wiseglass

3 Administrator's address

Building name/number St John's Terrace

Street 11-15 New Road

Post town Manchester

County/Region

Postcode M 2 6 1 L S

Country

4 Administrator's name ①

Full forename(s) Gareth

Surname Lewis

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

5 Administrator's address ②

Building name/number Suite E12

Street Joseph's Well

Post town Westgate

County/Region Leeds

Postcode L S 3 1 A B

Country

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

AM10

Notice of administrator's progress report

6 Period of progress report

From date	^d 2	^d 8	^m 0	^m 4	^y 2	^y 0	^y 1	^y 8
To date	^d 2	^d 7	^m 1	^m 0	^y 2	^y 0	^y 1	^y 8

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 3	^m 1	^m 1	^y 2	^y 0	^y 1	^y 8
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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 **Steven Wiseglass**

Company name **Inquesta Corporate Recovery & Insolvency**

Address **St John's Terrace**

11-15 New Road

Post town **Manchester**

County/Region

Postcode **M 2 6 1 L S**

Country

DX

Telephone **03330050080**

**Checklist**

We may return forms completed incorrectly or with information missing.

Please make sure you have remembered the following:

- ☐ The company name and number match the information held on the public Register.
- ☐ You have attached the required documents.
- ☐ You have signed the form.

**Important information**

All information on this form will appear on the public record.

**Where to send**

You may return this form to any Companies House address, however for expediency we advise you to return it to the address below:

The Registrar of Companies, Companies House,
Crown Way, Cardiff, Wales, CF14 3UZ.
DX 33050 Cardiff.

**Further information**

For further information please see the guidance notes on the website at www.gov.uk/companieshouse or email enquiries@companieshouse.gov.uk

This form is available in an alternative format. Please visit the forms page on the website at www.gov.uk/companieshouse

Wepos Limited t/a Print On Solutions – In Administration (“the Company”)

JOINT ADMINISTRATORS’ PROGRESS REPORT TO CREDITORS

For the six months ending 27 October 2018

STATUTORY INFORMATION

Company Name:	Wepos Limited
Trading Name:	Print On Solutions
Court Name and Reference:	Leeds County Court 433 of 2017
Registered Office:	Suite E10, Joseph’s Well, Westgate, Leeds LS3 1AB
Former Registered Office:	Units 5&6, Emmanuel Trading Estate, Springwell Road, Leeds LS12 1AW
Registered Number:	10035641
Joint Administrators’ Names;	Steven Wiseglass and Gareth Lewis
Joint Administrators’ address:	St John's Terrace 11-15 New Road Manchester M26 1LS
Joint Administrators’ date of Appointment:	28 April 2017
Actions of Administrators	Any act required or authorised under any enactment to be done by an administrator may be done by either or both of the Administrators acting jointly or alone.

JOINT ADMINISTRATORS' ACTIONS SINCE LAST PROGRESS REPORT

Below are details of the Joint Administrators' actions covering the period of this report. Previous work undertaken by the Administrators' is detailed in the Joint Administrators' six-month progress report and Extension Report, which should be read in conjunction with this report, copies of which are available upon request.

The Joint Administrators have continued with their investigations into a number of transactions on the Company's sage accounting records which require detailed explanation from the directors. This matter remains ongoing which may lead to recovery action being taken under the Insolvency Act 1986, full details of which are provided later in this report.

The Administrators are also required by insolvency legislation to undertake work in connection with the Administration that provides no financial benefit for creditors. A description of the routine work undertaken since the appointment of Administrators' is contained in Appendix III.

RECEIPTS AND PAYMENTS ACCOUNT

My Receipts & Payments Account for the period from 28 April 2018 to 27 October 2018 is attached at Appendix II.

The balance of funds are held in an interest bearing estate bank account.

ASSETS

Details of the Company's assets and realisations thereof have been reported in previous reports. Creditors should refer to these reports for detailed information regarding various assets and how they have been dealt with.

VAT Refund

A VAT refund of £1,589.86 has been received into the Administration account in the reporting period.

Bank Interest

Bank interest of £2.00 has been received in the reporting period.

Other Assets

There are no other assets which the Joint Administrators have been made aware of.

LIABILITIES

Secured Creditors

As detailed in previous reports, the Company granted Skipton Business Finance Limited a fixed and floating charge on 3 May 2016 and was secured over the Company's book debts. Skipton's liability has been discharged in full from debtor collections.

The legislation requires that if the Company has created a floating charge after 15 September 2003, a prescribed part of the Company's net property (i.e. the money that would otherwise be available to the charge holder) should be ring-fenced for distribution to unsecured creditors.

In this case the Prescribed Part will not apply as Skipton have been fully repaid from the fixed charge held over book debts and therefore no monies will be repaid under the floating charge.

Preferential Creditors

The Redundancy Payments Office has submitted a preferential claim in the Administration in respect of former employees' arrears of wages, outstanding holiday pay, notice pay and redundancy.

The preferential claim is £18,563.28.

Crown Creditors

The statement of affairs included £266,089 owed to HMRC. HMRC's provisional claim of £263,398 has been received which accounts for unpaid PAYE/NI and VAT.

Non-preferential unsecured Creditors

The statement of affairs included 18 non-preferential unsecured creditors with an estimated total liability of £209,310. I have received claims from 14 creditors at a total of £213,477.12.

DIVIDEND PROSPECTS

Secured creditors

As previously reported, Skipton have discharged their liability in full from book debt collections.

Preferential creditors

The preferential claims in respect of employees' liabilities is £18,563.28. It is not known at this stage whether there will be sufficient funds to enable a distribution to the preferential creditors. This is wholly dependent on the outcome of the Joint Administrators' investigations.

Floating charge creditors

The Company granted Skipton a floating charge on 3 May 2016. The Prescribed Part will not apply as detailed earlier in this report.

Non-preferential unsecured creditors

The prospect of a dividend to unsecured non-preferential creditors is uncertain at this stage. This will be wholly dependent on the outcome of the Administrators' investigations, details of which are provided below

INVESTIGATION INTO THE AFFAIRS OF THE COMPANY

The Joint Administrators 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.

The investigations into the Company's affairs are still ongoing. So as not to prejudice any potential action against the directors, no specific details can be provided at this time. However, a number of transactions on the Company's bank account warrant further investigation as do entries on the Company's sage records. The Joint Administrators' are continuing to work through the Company's books and records to try and clearly identify all of the material transactions to determine if any action should be taken in this regard in the absence of a reasonable explanation from the directors.

At the present time, the Administrators have not requested third parties to fund any action. In the event that this becomes necessary, the Administrators will write to creditors under separate cover where appropriate.

PRE-ADMINISTRATION COSTS

On 3 July 2017, the following pre-administration costs were approved by creditors:

Fees Approved 3 July 2017	Net	VAT	Total
Joint Administrators	£ 14,827.50	£ 2,965.50	£ 17,793.00
Sanderson Weatherall	£ 5,000.00	£ 1,000.00	£ 6,000.00
LCF Law	£ 5,400.00	£ 1,080.00	£ 6,480.00
	£ 25,227.50	£ 5,045.50	£ 30,273.00

All pre-Administration costs have been paid in full.

ADMINISTRATORS' REMUNERATION

On 18 December 2017, the Administrators' remuneration was approved by correspondence on the following basis:-

Fixed Fee basis:

A fixed fee of £15,000 plus VAT was approved by creditors.

During this period, the sum of £2,667.98 plus VAT has been paid to the Administrators in respect of this fee. The fixed fee has now been paid in full.

Full information about the work that we will undertake for the fixed fee is contained in Appendix 3.

Percentage basis:

When the Administrators have drawn the above fixed fee, remuneration will then be charged on the following percentage basis:-

Nature of asset	Percentage being sought (%)
Stock	35% plus Vat
Book Debts	35% plus Vat
Customer Database and Telephone Number	35% plus Vat
Office Equipment & Furniture	35% plus Vat

As a result of book debt collections and the sale of stock, the Joint Administrators have drawn a fee of £6,762.44 plus VAT in the reporting period.

A copy of the Joint Administrators' charge out rates are attached at Appendix II.

The Administrators are looking into potential antecedent transactions in relation to the actions of the directors. We believe it is appropriate to seek approval from creditors at a later date in relation to the potential recovery from the directors when it is determined what the level of recoveries is likely be.

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 Administrators' Fees' also published by R3, together with an explanatory note which shows Inquesta Corporate Recovery & Insolvency's fee policy are available at the link www.inquesta.co.uk/resources/creditors-guides/. Please

note that there are different versions of the Guidance Notes and in this case you should refer to the October 2015 version.

ADMINISTRATORS' EXPENSES

There have been no expenses which have been incurred in the reporting period

FURTHER INFORMATION

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

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

SUMMARY

The Joint Administrators extended the Administration to 27 April 2019 by Deemed Consent. The extension was imperative to allow the Joint Administrators' to continue their investigation work into the potential recovery of antecedent transactions from the Company's directors.

If creditors have any queries regarding the conduct of the Administration, or if they want hard copies of any of the documents made available on-line, they should contact Mala Patel by email at mala.patel@inquesta.co.uk, or by phone on 0333 005 0080.

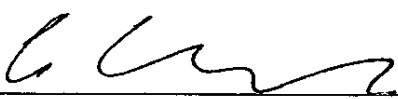


Steven Wiseglass
JOINT ADMINISTRATOR

The affairs, business and property of the Company are being managed by the Joint Administrators, Steven Wiseglass and Gareth Lewis. The Joint Administrators act as agents of the Company and contract without personal liability.

Wepos Limited
(In Administration)
Joint Administrator's Summary of Receipts & Payments

Statement of Affairs £	From 28/04/2018 To 27/10/2018 £	From 28/04/2017 To 27/10/2018 £
SECURED ASSETS		
Sale of Customer Database	NIL	13,500.00
Sale of Company Telephone Number	NIL	3,500.00
Bank Interest	0.08	0.08
VAT Refunds	1,589.86	1,589.86
	<u>1,589.94</u>	<u>18,589.94</u>
ASSET REALISATIONS		
Stock	NIL	1,500.00
Book Debts	NIL	17,613.78
Cash at Bank	NIL	104.41
VAT Refund on Termination Fee	NIL	11,842.94
VAT Refund on Legal Fees	NIL	425.73
Bank Interest Gross	1.92	4.53
Group Life/Death In Service Refund	NIL	1,380.35
	<u>1.92</u>	<u>32,871.74</u>
COST OF REALISATIONS		
Joint Administrators Pre Appointment	NIL	14,827.50
Joint Administrators Disbursements	NIL	395.00
Joint Administrators - Fixed Fee	2,667.98	15,000.00
Joint Administrators Percentage Fee	6,762.44	6,762.44
Agents Fees	NIL	5,000.00
Transfer of Telephone Lines	NIL	500.00
Legal Fees	NIL	5,400.00
Legal Disbursements	NIL	55.00
Legal Fees - Book Debt Collection	NIL	3,371.73
Statutory Advertising	NIL	148.00
	<u>(9,430.42)</u>	<u>(51,459.67)</u>
	(7,838.56)	2.01
REPRESENTED BY		
Bank 1 Current		2.01
		2.01


Gareth James Lewis
Joint Administrator

LEWIS BUSINESS RECOVERY AND INSOLVENCY

Charge out rates from 1 March 2014

Grade	Rate per hour
	£
Directors	310
Managers	200
Technical Staff	100-180
Assistants	80

Disbursements policy in accordance with SIP 9

Category 1 disbursements

Bordereau/ insurance	Charged at cost
Case advertising	As per advertisers/ agents invoice
Courier	Charged at cost
DTI IVA registration fee	Charged at cost (in relevant cases)
Land Registry/ Searches	As per Land Registry, agents or Companies House invoice
Postage	Charged at cost
Post re-direction	Charged at cost
Subsistence	Charged at cost
Travel	Charged at cost for public transport and taxis.

Category 2

Room hire	£75 for room hire made available in-house for case specific meetings. Charge is only be made when attendance of debtor/ director and/or creditors is likely and a meeting room has been set aside. Where appropriate, external room hire at cost (Category 1)
Storage	Either pro-rata per number of boxes per storage charge invoice where an <i>external records storage provider provides this facility to the firm</i> (Category 1) Or £5 for each box and £5 per box per annum storage. (Category 2)
Travel	Car travel charged at 45p per mile.

INQUESTA CORPORATE RECOVERY & INSOLVENCY

CHARGE-OUT RATES

Inquesta Corporate Recovery & Insolvency always appoints a Director as the leading Insolvency Practitioner.

At Inquesta Corporate Recovery & Insolvency our objectives are:-

- To provide a director led, competitively priced service
- To react to our client's needs quickly and efficiently
- To deliver our services on time and in line with our client's expectations
- To provide results of the highest quality

At Inquesta Corporate Recovery & Insolvency we seek to either recover fees on a time cost basis or on a percentage of assets realised and distributed.

Set out below are the hourly rates with effect from 1 March 2015:-

	<u>Rates per hour (£)</u>
Director	300.00
Managers	250.00
Other Senior Professionals	200.00
Assistant & Support Staff	150.00

All hourly rates are subject to VAT at the prevailing rate.

Time is calculated in units of 6 minutes with 10 units equating to an hour of time.

If a resolution is sought by reference to a percentage of assets realised and distributed the percentage amount will be detailed when the resolution is requested.

The following rates of disbursements may be charged:-

Type	Rate (£)
Photocopying	0.20 per sheet
Colour Photocopying	0.50 per sheet
Fax	0.50 per sheet
Storage - Standard Box	1.00 per month
Mileage	0.60 per mile
Room Hire	100.00 per meeting
Cheque Issue	1.10 per cheque

A creditors guide to fees can be found at <http://www.inquesta.co.uk>, a hard copy is available free of charge upon request.

As at 1 March 2015

Appendix III

1. Administration

- 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 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.
- Convening and holding general meetings of creditors and members (as applicable).
- Dealing with all routine correspondence and emails relating to the case.
- Opening, maintaining and managing the office holder's estate bank account.
- Creating, maintaining and managing the office holder's cashbook.
- Undertaking regular bank 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.
- Preparing, reviewing and issuing annual progress reports to creditors and members.
- Filing returns at Companies House.
- Preparing and filing VAT returns.
- Preparing and filing Corporation Tax returns.

1. 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 employee claims.
- Dealing with creditor correspondence, emails and telephone conversations regarding their claims.
- Maintaining up to date creditor information on the case management system.
- Reviewing proofs of debt received from creditors, adjudicating on them and formally admitting them in the event of payment of a dividend.