

WU07

Notice of progress report in a winding-up
by the court



Companies House

FRIDAY



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A20

20/03/2020

#210

COMPANIES HOUSE

1 Company details

Company number 1 0 7 2 7 8 2 1

Company name in full Moors Properties Limited

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

2 Liquidator's name

Full forename(s) Henry Anthony

Surname Shinnars

3 Liquidator's address

Building name/number 25 Moorgate

Street London

Post town EC2R 6AY

County/Region

Postcode

Country

4 Liquidator's name ①

Full forename(s) Nicholas

Surname Myers

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

5 Liquidator's address ①

Building name/number 25 Moorgate

Street London

Post town EC2R 6AY

County/Region


Postcode

Country

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

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6		Period of progress report														
From date	d	2	d	3	m	0	m	1	y	2	y	0	y	1	y	9
To date	d	2	d	2	m	0	m	1	y	2	y	0	y	2	y	0
7		Progress report														
		<input checked="" type="checkbox"/> The progress report is attached														
8		Sign and date														
Liquidator's signature	Signature		<div style="display: flex; justify-content: space-between;"> X  X </div>													
Signature date	d	1	d	8	m	0	m	3	y	2	y	0	y	2	y	0

MAZIL FAZIL, SIGNED LIQUIDATOR
POWER OF ATTORNEY

WU07

Notice of progress report in a winding-up by the court

**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 **Anjna Kalia**Company name **Smith & Williamson LLP**Address
25 Moorgate
LondonPost town **EC2R 6AY**

County/Region

Postcode

Country

DX **119507 Finsbury Square EC2**Telephone **020 7131 4000****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

THIS POWER OF ATTORNEY made the 1st day of JULY 2018

by HENRY ANTHONY SHINNERS (hereinafter called "the Principal") of Smith & Williamson LLP, 25 Moorgate, London, EC2R 6AY

WITNESSETH as follows:-

(1) Appointment of Attorneys

By this Power of Attorney the Principal hereby appoints GREGORY ANDREW PALFREY, FINBARR THOMAS O'CONNELL, ADAM HENRY STEPHENS, GILBERT JOHN LEMON, STEPHEN JOHN ADSHEAD, RICHARD JOHN LEWIS, ANDREW STEPHEN MCGILL, DAVID JOHN BLENKARN, COLIN HARDMAN, MARK CHRISTOPHER FORD and NICHOLAS MYERS (together the "Attorneys" and each an "Attorney" jointly or severally to be the lawful attorneys of the Principal in his name and on his behalf and as his act and deed or otherwise:

- (i) to do anything which he can lawfully do as administrator, receiver, administrative receiver, receiver and manager, examiner, liquidator, trustee in bankruptcy or nominee or supervisor in the relation to a voluntary arrangement whether sole or joint of any and all bodies corporate, individuals, properties or assets in relation to which it is proposed that he should hold any such office;
- (ii) to express his willingness to act as and accept on his behalf any appointment as administrator, receiver, administrative receiver, receiver and manager, examiner, liquidator, trustee in bankruptcy or nominee or supervisor in relation to a voluntary arrangement whether sole or joint; and
- (iii) generally to execute or sign any deed or document including without limitation any bank mandate or cheque which may be required and to do any other act matter or thing which the Attorney or Attorneys in his or their absolute discretion consider necessary, desirable or expedient for carrying out any of the purposes or acts hereby authorised in the same manner and as fully and effectually in all respects as the Principal could have done if personally present

(2) Construction of Powers

- (i) The powers of the Attorneys set out in Clause 1 shall not be restrictively construed but the widest interpretation shall be given thereto and they shall not be in any way limited to or restricted by reference to or inference from any other power or powers set out in such Clause or part thereof. None of the paragraphs of the said Clause or the power or powers therein specified shall be deemed subsidiary or ancillary to the power or powers mentioned in any other paragraph.
- (ii) All actions authorised by this Power of Attorney may be taken by any of the Attorneys. Any and all acts done, decisions made and instruments or other documents executed pursuant to this Power of Attorney by any of the Attorneys shall therefore be as valid and effectual as though done by all of the Attorneys.

(3) Ratification

The Principal hereby undertakes to ratify everything which the Attorney or Attorneys shall do or purport to do by virtue of this Power of Attorney and to keep the Attorney or Attorneys indemnified against all losses, liabilities, damages, costs, claims or expenses that the Attorney or Attorneys may suffer as a result.

(4) Validity

The Principal declares that a person who deals with any of the Attorneys in good faith may accept a written statement signed by any such Attorney to the effect that this Power of Attorney has not been revoked as conclusive evidence of that fact.

(5) Irrevocability

This Power of Attorney shall be effective immediately and shall be irrevocable for one year from the date hereof.

(6) Captions

The captions to the Clauses of this Power of Attorney are inserted for convenience of reference only and shall not affect the construction or interpretation thereof.

(7) Governing Law

This Power of Attorney shall in all respects be governed by and constructed in accordance with the laws of England.

SIGNED and DELIVERED as a Deed
By HENRY ANTHONY SHINNERS
In the presence of:-

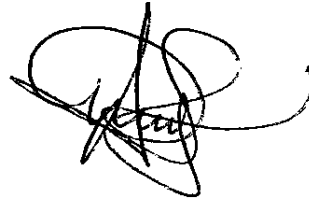


Signature
Full names

Sarah Champion

Address


25 Moorgate, London, EC2R 6AY



SIGNED and DELIVERED as a Deed
By GREGORY ANDREW PALFREY
In the presence of:-



Signature
Full names



CHRISTOPHER TUMBLE

Address

CUMBERLAND HOUSE, 15-17 CUMBERLAND PLACE
SOUTHAMPTON, SO15 2DG

SIGNED and DELIVERED as a Deed
By FINBARR THOMAS O'CONNELL
In the presence of:-



Signature
Full names

Sarah Champion

Address

25 Moorgate, London, EC2R 6AY



SIGNED and DELIVERED as a Deed
By ADAM HENRY STEPHENS
In the presence of:-





Signature
Full names

Sarah Champion

Address
25 Moorgate, London, EC2R 6AY

SIGNED and DELIVERED as a Deed
By GILBERT JOHN LEMON
In the presence of:-



Signature 
Full names NOLEN TAVNER

Address

Smith & Williamson LLP, Portwall Place,
Portwall Lane, Bristol, BS1 6NA

SIGNED and DELIVERED as a Deed
By STEPHEN JOHN ADSHEAD
In the presence of:-




Signature
Full names


MONICA EAMMON

Address

CUMBERLAND HOUSE, 15-17 CUMBERLAND PLACE
SOUTHAMPTON, SO15 2BB

SIGNED and DELIVERED as a Deed
By RICHARD JOHN LEWIS
In the presence of:-



Signature 
Full names NOLEN TAVNER

Address

Smith & Williamson LLP, Portwall Place,
Portwall Lane, Bristol, BS1 6NA

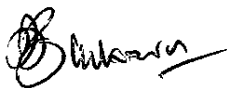
SIGNED and DELIVERED as a Deed
By ANDREW STEPHEN MCGILL
In the presence of:-



Signature
Full names

J. Young
Address 9 Common Road, Birmensham, B3 2BJ

SIGNED and DELIVERED as a Deed
By DAVID JOHN BLENKARN
In the presence of:-



K Semmens.

Signature
Full names

Kimberley Semmens.

Address
Cumberland House, 15-17 Cumberland Place,
Southampton, SO15 2BG

SIGNED and DELIVERED as a Deed
By COLIN HARDMAN
In the presence of:-




Signature
Full names

Sarah Champion

Address
25 Moorgate, London, EC2R 6AY

SIGNED and DELIVERED as a Deed
By MARK CHRISTOPHER FORD
In the presence of:-



Signature
Full names

Sarah Champion

Address
25 Moorgate, London, EC2R 6AY

SIGNED and DELIVERED as a Deed
By NICHOLAS MYERS
In the presence of:-



Signature
Full names

Sarah Champion



Address

25 Moorgate, London, EC2R 6AX



Moors Properties Limited (in compulsory liquidation)

Joint liquidators' annual progress report for the period from 23
January 2019 to 22 January 2020

18 March 2020



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1. Glossary

Abbreviation	Description
the Company	Moors Properties Limited
the liquidators/joint liquidators	Henry Anthony Shinnars and Nicholas Myers
SIP	Statement of Insolvency Practice (England & Wales)
IA86	Insolvency Act 1986 If preceded by S this denotes a section number
IR16	Insolvency (England and Wales) Rules 2016 If preceded by R this denotes a rule number
SOA	Statement of Affairs
ETR	Estimated to realise
HMRC	HM Revenue & Customs

2. Introduction and statutory information

This report provides an update on the progress in the liquidation of the Company for the year ended 22 January 2020. It should be read in conjunction with any previous reports. By way of reminder, we, Henry Anthony Shinnars and Nicholas Myers, of Smith & Williamson LLP, 25 Moorgate, London, EC2R 6AY, were appointed liquidators of the Company on 23 January 2019 following the presentation of a petition by Reach Learning Limited for the compulsory winding up of the Company. The winding up order was made on 15 August 2018 under court reference number 4801 of 2018.

The principal trading address of the Company was Linden House, South View Road, Pinner, Middlesex, HA5 3YD.

The Company's registered office is 25 Moorgate, London, EC2R 6AY and its registered number is 10727821.

3. Realisation of assets

Attached at Appendix I is our receipts and payments account for the period from 23 January 2019 to 22 January 2020.

The receipts and payments account also includes a comparison with the directors' SOA values. The assets listed in the Official Receiver's report handed over following our appointment as liquidators together with any other assets that have come to our attention have been dealt with as follows:

3.1 Property

The directors have advised that the Company was set up for the sole purpose of acquiring Unit 3, Wolsey Business Park, Tolpits Lane, Watford, WD18 9BL.

The directors granted a fixed charge over the property and provided personal guarantees. At the end of the term of the charge the directors were unable to refinance the loan and the lender appointed receivers on 12 December 2017. The property was subsequently sold at auction for £8 million by the receivers. The receivers' final receipts and payments accounts state that a sum of £184,450.86 was returned to the Company. We are continuing to review the receipt and application of these funds by the Company.

3.2 Cash at Bank

The directors advised that the Company's bank account had a sum of £780 and this sum was realised by the Official Receiver prior to the appointment of the joint liquidators.

3.3 Assets still to be realised

The joint liquidators have realised all known assets of the Company.

4. Investigations

Shortly after appointment, we made an initial assessment of whether there could be any matters that might lead to recoveries for the estate and what further investigations may be appropriate. This assessment took into account information provided by the Official Receiver and creditors.

The liquidators are in the process of reviewing the Company's records and due to the confidential nature of our investigations further details will be provided in due course, as appropriate.

Creditors should also note that this liquidation is connected to five other liquidations, Chemistree Homecare Limited, Kool Pharma Limited, R Square Properties Limited, Qualapharm Limited and Gold Nuts Limited. These companies are part of the same corporate group structure.

Please also note that the following former directors of the Company, Shamir Pravinchandra Budhdeo, Joshy Mathew and Amarjit Singh Hundal were declared bankrupt on 3 December 2019.

5. Creditors

5.1 Secured creditors

Kimberley Rickmansworth Limited held fixed and floating charges over the Company's assets, however their debt was repaid in full, from the sale of Unit 3, Wolsey Business Park, Tolpits Lane, Watford, WD18 9BL. The fixed and floating charges were satisfied on 15 August 2018.

5.2 Prescribed Part

Insolvency legislation provides for funds to be set aside for the unsecured creditors from any assets subject to a floating charge that was created after 15 September 2003. These funds (the Prescribed Part) are paid to the unsecured creditors and are not available for the chargee, unless the unsecured creditors have been paid in full.

The Company granted a floating charge to Kimberley Rickmansworth Limited on 9 May 2017, however as stated above the secured creditor has been repaid in full and therefore the Prescribed Part principles do not apply.

5.3 Preferential creditors

No preferential claims were disclosed by the directors and no preferential claims have been received.

5.4 Unsecured creditors

We have received claims totalling £74,337 from 4 creditors. Total claims as per the directors' SOA were £251,454.99.

Any distribution to the creditors will be dependent on the outcome of the joint liquidators' investigations.

6. Liquidators' remuneration

The creditors approved that the basis of the liquidators' remuneration be fixed by reference to the time properly spent by them and their staff in attending to matters arising in the liquidation. This was granted following the joint liquidators providing a fees and expenses estimate and the requisite majority of creditors granting approval by means of a resolution by correspondence on 13 March 2019.

The liquidators' time costs are:

Period	Total hours hrs	Total costs £	Average hourly rate £/hr	Fees drawn £
23 January 2019- 22 January 2020	44.85	13,914.00	310.23	Nil
Total	44.85	13,914.00	310.23	Nil

Attached as Appendix II, is a time analysis which provides details of the activity costs incurred by staff grade during the period of this report in respect of the costs fixed by reference to time properly spent by the liquidators and their staff in attending to matters arising in the liquidation. Details of work carried out in the period are also included in the body of this report.

The joint liquidators' costs to date are £13,914, as above, compared to our original estimate of £25,000 and only the incurred time costs within the approved estimate will be drawn. Any sum in excess of the approved estimated time costs will not be recovered by the joint liquidators. Appendix II provides a detailed breakdown of the current period's costs, while Appendix III provides a copy of the previously authorised time cost estimate breakdown. To date, no fees have been drawn by the joint liquidators. Going forward, the joint liquidators anticipate future costs to be in the region of £11,000. A detailed narrative explanation of these costs can be found in the "Outstanding matters" section of this report.

Please note that this estimate is based on present information and may change due to unforeseen circumstances arising. In the event that the fees estimate is likely to be exceeded, the joint liquidators will need to provide an update and seek approval from the creditors before drawing any additional sums. Fee estimates may be given up to a certain milestone or for a designated period if it is not possible to provide an accurate estimate at any given point.

On a general note, creditors should be aware that some of the work is required by statute and may not necessarily provide any financial benefit to creditors. Examples would include dealing with former employees' claims through the Redundancy Payments Service and complying with anti-money laundering regulations.

A copy of "A Creditors' Guide to Liquidators' Fees" is available free of charge upon request or can be downloaded from the ICAEW's website at the following address:

<http://www.icaew.com/-/media/corporate/files/technical/insolvency/creditors-guides/2017/liquidations-creditor-fee-guide-6-april-2017.ashx?la=en>

Details of Smith & Williamson LLP's charge out rates and policies in relation to the use of staff are provided at Appendix IV. On a general note, please be aware that the charge out rates are subject to an annual review.

7. Liquidation expenses

7.1 Subcontractors

There has been no need to instruct any subcontractors in this case.

7.2 Professional advisers

On this assignment we have used the professional advisers listed below. We have also indicated alongside the basis of our fee arrangement with them, which is subject to review on a regular basis.

Name of professional adviser	Basis of fee arrangement	Costs incurred in current period £	Costs paid in current period £	Total costs outstanding at period end £	Total costs paid £	Estimated total costs £	Variance £
DAC Beachcroft LLP (legal advice)	Hourly rate and disbursements	2,781.50	Nil	2,781.50	Nil	20,000.00	17,218.50

7.3 Liquidators' disbursements

We have incurred the following disbursements in the current period:

Description	Incurred in current period £	Paid in current period £	Total costs outstanding at period end £
Statutory advertising	84.50	Nil	84.50
Liquidators' bonds	140.00	Nil	140.00
Total	224.50	Nil	224.50

7.4 BEIS and Secretary of State charges

All monies received by the liquidators must be paid into the Insolvency Service's Account. This account is held by a division of the Department for Business, Energy & Industrial Strategy ("BEIS") with National Westminster Bank Plc and is under the control of the Secretary of State. This account attracts charges which are deducted at source and apply in all cases.

The current and most recent charges are listed below. Details of previous charges can be found on the Insolvency Service's website.

Fee type	Current fee £
Banking Fee	22.00
BACS Payment	0.15
Cheque Fee	1.10
CHAPS Payment	10.30
Unclaimed Dividend Fee	25.75

Type of Fee	Fees applicable for Winding Up Petitions presented on or after 21 July 2016
One off "General Fee" (applied at the start of the appointment)	£6,000.00

Details of the various fees and charges levied in this case are contained within the liquidators' receipts and payment account at Appendix I.

7.5 Policies regarding use of third parties and disbursement recovery

Appendix IV provides details of Smith & Williamson LLP's policies in relation to the use of subcontractors and professional advisers, and the recovery of disbursements.

8. Outstanding matters

The remaining actions to be concluded in the liquidation are as follows:

- Obtaining tax clearance
- Finalising the joint liquidators' investigations
- Closure of the liquidation, including preparing and issuing final report

The joint liquidators' costs to date are £13,914, as detailed in section seven, compared to our original estimate of £25,000 and only the incurred time costs within the approved estimate will be drawn. The joint liquidators have not exceeded their fees estimate and it is unlikely that they will exceed this estimate.

Please note that this estimate is based on present information and may change due to unforeseen circumstances arising. In the event that the fees estimate is likely to be exceeded, the joint liquidators will need to provide an update and seek approval from the creditors before drawing any additional sums. Fee estimates may be given up

to a certain milestone or for a designated period if it is not possible to provide an accurate estimate at any given point.

On a general note, creditors should be aware that some of the work is required by statute and may not necessarily provide any financial benefit to creditors. Examples would include dealing with former employees' claims through the Redundancy Payments Service and preparing accounts and reports.

The joint liquidators have not concluded their investigations into the affairs of the Company. Currently the joint liquidators have not exceeded their costs estimate and they estimate that future costs will be in the region of £11,000. Any distributions to creditors will be dependent on the outcome of the liquidators' investigations.

9. Privacy and Data Protection

As part of our role as joint liquidators, I would advise you that we may need to access and use data relating to individuals. In doing so, we must abide by data protection requirements. Information about the way that we will use and store personal data in relation to insolvency appointments can be found at

<https://smithandwilliamson.com/rrsgdpr>

If you are unable to download this, please contact my office and a hard copy will be provided free of charge.

To the extent that you hold any personal data of the Company's data subjects provided to you by the Company or obtained otherwise, you must process such data in accordance with data protection legislation. Please contact Anjna Kalia of our office if you believe this applies.

10. Creditors' rights

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 or otherwise with the court's permission) may request in writing that the liquidators provide further information about their remuneration or expenses which have been itemised in this report.

Any secured creditor, or an unsecured creditor (with the concurrence of at least 10% in value of the unsecured creditors or otherwise with the court's permission) may within 8 weeks of receipt of this report make an application to court on the grounds that, in all the circumstances, the basis fixed for the liquidators' remuneration is inappropriate and/or the remuneration charged or the expenses incurred (including any paid) by the liquidators, as set out in this report, are excessive.

The above rights apply only to matters which have not been disclosed in previous reports.

On a general note, if you have any comments or concerns in connection with our conduct, please contact Henry Anthony Shinnars or Nicholas Myers in the first instance. If the matter is not resolved to your satisfaction, you may contact our Head of Legal by writing to 25 Moorgate, London EC2R 6AY or by telephone on 020 7131 4000.

Thereafter, if you wish to take the matter further you may contact the Insolvency Services directly via Insolvency Complaints Gateway. They can be contacted by email, telephone or letter as follows:

i) Email: insolvency.enquiryline@insolvency.gsi.gov.uk

ii) Telephone number: +44 300 678 0015

iii) Postal address: The Insolvency Service, IP Complaints, 3rd Floor, 1 City Walk, Leeds LS11 9DA.

11. Next report

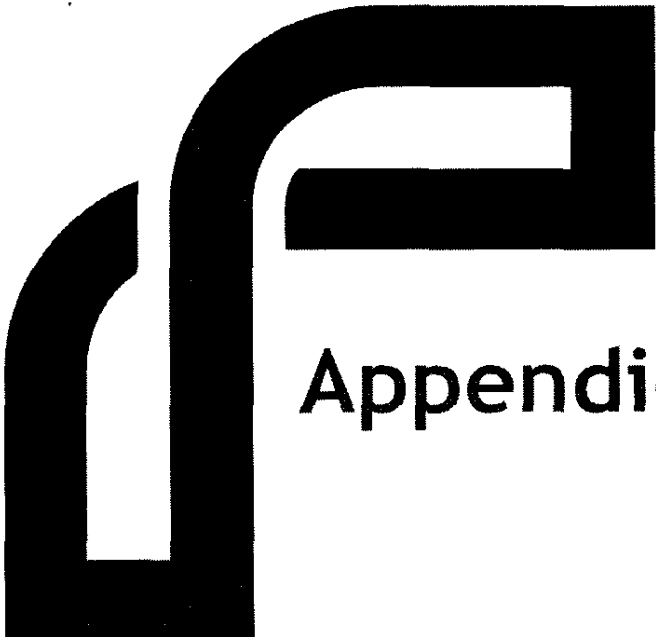
We are required to provide a further report on the progress of the liquidation within two months of the next anniversary of the liquidation unless we have concluded matters prior to this, in which case we will write to all creditors and members with our final account.



Henry Anthony Shinnars and Nicholas Myers

Joint Liquidators

Date: 18 March 2020



Appendices

I Receipts and payments account

Receipts and payments account from 23 January 2019 to 22 January 2020

Statement of Affairs £	From 23/01/2019 To 22/01/2020 £
COST OF REALISATIONS	
BEIS Banking Fees	88.00
General Fee	6,000.00
Official Receiver Debit Balance (Net)	<u>2,736.95</u>
	(8,824.95)
	(8,824.95)
REPRESENTED BY	
ISA Interest Bearing A/c	<u>(8,824.95)</u>

Notes and further information required by SIP 9

The only payments made relate to BEIS charges and these deductions are made at source.

Notes and further information required by SIP 7

- The liquidators' remuneration has been approved.
- We have sought approval to draw any other costs that would require the same approval as our remuneration.
- No payments have been made to us from outside the estate.
- Information concerning the liquidators' remuneration and disbursements incurred is provided in the body of our report.
- Information concerning the ability to challenge the liquidators' remuneration and expenses of the liquidation is provided in our report.
- All bank accounts are interest bearing.
- There are no foreign currency holdings.
- All amounts in the receipts and payments account are shown exclusive of any attributable VAT. Where VAT is not recoverable it is shown as irrecoverable VAT.

II Time analysis for the period

From 23 January 2019 to 22 January 2020

Classification of work function	Hours					Total hours	Time cost	Average hourly rate
	Partner / Director	Associate director	Manager / Assistant Manager	Other professional staff	Assistants & support staff			
Administration and planning								
Statutory returns, reports & meetings	1.00	0.00	1.25	2.50	0.00	4.75	1,297.50	294.21
Initial post-appointment notification letters - including creditors	0.40	0.00	0.00	5.20	0.00	5.60	1,434.00	255.71
Confirming general - including bonding	0.00	0.00	0.10	0.70	0.00	0.80	260.00	325.00
Job planning, reviews and progression time & meeting reviews and planning meetings - checklist & diary	2.15	0.00	3.40	4.60	0.00	10.15	3,110.00	307.19
Post-appointment taxation (VAT, PAYE/ITC, Corp Tax that are not trading related)	1.50	0.00	0.00	0.15	0.00	1.65	810.50	454.32
Filing, file and information management	0.00	0.00	0.15	0.00	0.00	0.15	45.00	300.00
Director/manager review, approval and signing	0.15	0.00	0.00	0.00	0.00	0.15	78.00	520.00
Other	0.00	0.00	0.20	0.00	0.00	0.20	60.00	300.00
Investigations								
Directors - correspondence & conduct questionnaires	0.00	0.00	0.00	1.00	0.00	1.00	230.00	230.00
Statutory books and accounting records review	0.00	0.00	0.00	1.70	0.00	1.70	398.50	234.41
Investigation of legal claims	1.15	0.00	2.80	0.00	0.00	3.95	1,361.00	344.56
SIP2 and SIP4 obligations (inc CDD&S forms)	0.00	0.00	0.30	0.40	0.00	0.80	202.00	252.50
Asset tracing (e.g. Land Registry and Company Searches)	1.50	0.00	4.25	7.70	0.00	8.45	2,664.50	315.33
Realisation of assets								
Cash at Bank	0.25	0.00	0.00	0.25	0.00	0.50	196.50	392.50
Creditors								
Crown Court RPD letter	0.00	0.00	0.50	0.00	0.00	0.50	145.00	290.00
Unsecured creditors	0.20	0.00	0.50	2.15	0.00	3.25	990.50	299.48
Case-Specific 3, AML/Compliance								
AML - it code post appointment	0.00	0.00	0.00	0.10	0.00	0.10	42.00	420.00
Corporate Tax								
Corporate Tax	0.21	0.00	0.00	0.00	0.00	0.21	425.10	450.00
Total	9.55	0.00	13.45	21.85	0.00	44.85	£13,914.00	£310.23

Explanation of major work activities undertaken

Administration and Planning

This section of the analysis encompasses the cost of the liquidators and their staff in complying with their statutory obligations and internal compliance requirements. This work includes the following:

- Preparing the documentation and dealing with the formalities of appointment
- Statutory notifications and advertising
- Maintaining physical case files and electronics case details on IPS (case management software)
- Case planning and administration
- Preparing reports to creditors
- Maintaining and managing the liquidators' cash book and bank accounts

Investigations

- Issuing correspondence to request information on the Company's dealings from third parties
- Reviewing questionnaires submitted by the directors
- Reviewing the Company's books and records
- Holding discussions with key creditors
- Investigating the directors
- Reviewing the property transaction undertaken by the Company

Realisation of assets

- Liaising with our legal advisors in relation to freehold property sold prior to the appointment of the joint liquidators
- Establishing the cash at bank position

Creditors

Work under this section includes correspondence and other contact with the creditors of the Company. The work includes the following:

- Dealing with creditor correspondence via email and telephone
- Holding discussions with key creditors

Corporate Tax

- Smith and Williamson's corporate tax team assisted with a query received from a creditor in relation to capital allowances

III Fees and disbursements estimate

Fees estimate according to number of hours, grade of staff and expected work to be undertaken							
Anticipated case duration	4*	Years					
The fee estimate is from 23 January 2019 to 22 January 2020	Partner / Director	Manager/ Assistant Manager	Senior Administrator/ Administrator	Assistants & support staff			
Hourly rate (£)	450	290	230	320			
	Hours				Total hours	Total estimated time costs (£)	Average hourly rate
Classification of work function							
Anti Money Laundering & Compliance (if not dealt with pre-appointment)							
General compliance, e.g. review ethics checks, update AML etc. (interim)			0.30		0.30	69.00	230.00
Administration and planning							
Statutory returns, reports & meetings	1.00	1.00	3.00		5.00	1,430.00	286.00
Initial post-appointment notification letters, updating creditors	1.00	1.00	2.00		4.00	1,200.00	300.00
Creditoring general, including bonding				0.80	0.80	256.00	320.00
Job planning, reviews and progression (incl. 6 month reviews and planning meeting), clerical & diary	1.00	1.00	3.00		5.00	1,430.00	286.00
Post-appointment taxation (VAT, PAYE/NIC, Corp Tax that are not trading related)		0.25	0.50		0.75	187.21	249.95
Investigations							
Directors' correspondence & conduct questionnaires	0.30	1.00	1.00		2.30	655.00	284.78
Statutory books and accounting records review	3.00	8.00	10.00		21.00	5,970.00	284.29
Reviewing directors' conduct	2.00	5.00	5.00		12.00	3,500.00	291.67
Asset tracing	3.00	6.00	6.00		15.00	4,470.00	298.00
Realisation of assets							
Freehold property (land and buildings)	0.30	0.30	1.00		1.60	452.00	282.50
Cash at Bank	0.20		1.00	0.30	2.50	416.00	166.40
Creditors							
Unsecured creditor	5.00	5.00	5.50		15.50	4,965.00	320.32
Total	16.80	28.55	38.30	1.10	85.75	25,000.21	291.55

Estimated expenses in accordance with Categories 1 & 2 (SIP 9) and payable to third parties *		
Estimated expenses applicable to all cases		Total
Specific bond		140.00
Statutory advertising costs		26.50
Search costs (HMLR Land Registry & Companies House)		50.00
Case specific costs - where applicable		
Legal fees		20,920.00
Storage costs		100.00
Total		20,374.50
Category 1 expenses, in accordance with Statement of Insolvency Practice 9 are specific costs payable to an independent third party and relate directly to the case in question. Category 2 expenses are payable to the office holder's firm and are shared or allocated costs, most notably business mileage.		

Comparison to Initial Fee Estimate

Creditors may recall that our current agreed fee estimate is £25,000. Our time costs for the first year are lower than originally anticipated because our investigations remain ongoing.

A comparison is shown below. Our actual time costs for the current period were £13,914, however currently there are insufficient realisations to draw any liquidators' fees.

Category	Estimate (£)	Actual (£)	Difference (£)	Reason
Administration & Planning	4,503.21	7,203.00	(2,699.79)	Time allocated to this category is higher than originally estimated due to a capital allowance query raised by a key creditor.
Investigations	14,595.00	4,856.00	9,739.00	Time allocated to this category is significantly less than originally estimated, however the joint liquidators' investigations remain ongoing.
Realisation of Assets	868.00	196.00	672.00	Time allocated to this category is less than originally anticipated because no assets have been identified or realised.
Creditors	4,965.00	1,131.50	3,833.50	Time allocated to creditors is less than originally estimated as significant creditor's correspondence has not been received by the joint liquidators from the creditors.
AML	69.00	32.00	37.00	An insignificant difference.
Corporate Tax	Nil	495.00	(495.00)	Our corporate tax team assisted with a capital allowance query, the liquidators received from a key creditor.
Total	25,000.21	13,914.00	11,086.21	The joint liquidators' investigation are ongoing, however it is unlikely they will exceed their fee estimate.

IV Staffing, charging, subcontractor and adviser policies and charge out rates

Introduction

Detailed below are:

- Smith & Williamson LLP's policy in relation to:
 - Staff allocation and the use of subcontractors
 - Professional advisers
 - Disbursement recovery
- Smith & Williamson LLP's current charge out rates

Staff allocation and the use of subcontractors

Our general approach to resourcing our assignments is to allocate staff with the skills and experience to meet the specific requirements of the case.

The constitution of the case team will usually consist of a partner and a partner or director or associate director as joint office holders, a manager, and an administrator or assistant. The exact constitution of the case team will depend on the anticipated size and complexity of the assignment and the experience requirements of the assignment. The charge out rate schedule below provides details of all grades of staff and their experience level.

We may use subcontractors to perform work which might ordinarily be carried out by us and our staff where it is cost effective to do so and/or where the specific expertise offered by the subcontractor is required.

Details of any subcontractors' services utilised in the period covered by this report are set out in the body of this report.

Use of professional advisers

We select professional advisers such as agents and solicitors on the basis of balancing a number of factors including:

- The industry and/or practice area expertise required to perform the required work.
- The complexity and nature of the assignment.
- The availability of resources to meet the critical deadlines in the case.
- The charge out rates or fee structures that would be applicable to the assignment.
- The extent to which we believe that the advisers in question can add value to the assignment.

Disbursements

Category 1 disbursements do not require approval by creditors. The type of disbursements that may be charged as a Category 1 disbursement to a case generally comprise external supplies of incidental services specifically identifiable to the case, such as postage, case advertising, invoiced travel and external printing,

room hire and document storage. Also chargeable will be any properly reimbursed expenses incurred by personnel in connection with the case.

Category 2 disbursements do require approval from creditors. These are costs which are directly referable to the appointment in question but are not payments which are made to an independent third party and may include shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis such as internal room hire, document storage or business mileage.

Since 7 July 2012 Smith & Williamson LLP's policy is to recover only one type of Category 2 disbursement, namely business mileage at HMRC's approved mileage rates at the relevant time. Current mileage rates are 45p per mile plus 5p per passenger per mile. Prior to 7 July 2012 approval may have been obtained to recover other types of Category 2 disbursements.

Details of any Category 2 disbursements incurred and/or recovered in the period covered by this report are set out in the body of this report.

Charge out rates

A schedule of Smith & Williamson LLP's charge out rates was issued to creditors at the time the basis of the liquidators' remuneration was approved.

The rates applicable to this appointment are set out below. Changes to the charge out rates during the period of this report were applied with effect from 1 July 2019.

Smith & Williamson LLP	London office	Regional offices
Restructuring & Recovery Services	£/hr	£/hr
Charge out rates as at 1 July 2018		
Partner / Director	450-520	360-380
Associate Director	420	290-320
Managers	250-365	225-310
Other professional staff	170-320	140-185
Support & secretarial staff	90	60-140

Smith & Williamson LLP	London office	Regional offices
Restructuring & Recovery Services	£/hr	£/hr
Charge out rates as at 1 July 2019		
Partner / Director	470-540	376-432
Associate Director	440	352
Managers	270-380	216-304
Other professional staff	180-380	144-192
Support & secretarial staff	100	80

Notes

1. Time is recorded in units representing 3 minutes or multiples thereof.
2. It may be necessary to utilise staff from both regional and London offices, subject to the requirements of individual cases.
3. The firm's cashiering function is centralised and London rates apply. The cashiering function time is incorporated within "Other professional staff" rates.

Smith & Williamson LLP	London office
Corporate Tax	£/hr
Charge out rates as at 1 July 2019	
Partner / Director	575-690
Associate Director	460
Managers	245-400
Other professional staff	115-210
Support & secretarial staff	60

www.smithandwilliamson.com

Principal offices: London, Belfast, Birmingham, Bristol, Cheltenham, Dublin, Glasgow, Guildford, Jersey, Salisbury and Southampton.

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