

# AM10

## Notice of administrator's progress report



Companies House

TUESDAY



\*A8Y4VERV\*

A21

04/02/2020

#50

COMPANIES HOUSE

### 1 Company details

Company number 0 0 7 2 9 9 1 2

Company name in full Lunar Caravans Limited

→ Filling in this form

Please complete in typescript or in  
bold black capitals.

### 2 Administrator's name

Full forename(s) David

Surname Acland

### 3 Administrator's address

Building name/number Derby House

Street 12 Winckley Square

Post town Preston

County/Region

Postcode P R 1 3 J J

Country

### 4 Administrator's name ①

Full forename(s) Lila

Surname Thomas

① Other administrator

Use this section to tell us about  
another administrator.

### 5 Administrator's address ②

Building name/number Derby House

Street 12 Winckley Square

Post town Preston

County/Region

Postcode P R 1 3 J J

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 | <sup>d</sup> 1 | <sup>d</sup> 6 | <sup>m</sup> 0 | <sup>m</sup> 7 | <sup>y</sup> 2 | <sup>y</sup> 0 | <sup>y</sup> 1 | <sup>y</sup> 9 |
| To date   | <sup>d</sup> 1 | <sup>d</sup> 5 | <sup>m</sup> 0 | <sup>m</sup> 1 | <sup>y</sup> 2 | <sup>y</sup> 0 | <sup>y</sup> 2 | <sup>y</sup> 0 |

### 7 Progress report

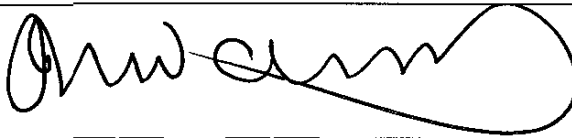
☒ I attach a copy of the progress report

### 8 Sign and date

Administrator's  
signature

Signature

X





X




Signature date

|                |                |                |                |                |                |                |                |
|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| <sup>d</sup> 0 | <sup>d</sup> 3 | <sup>m</sup> 0 | <sup>m</sup> 2 | <sup>y</sup> 2 | <sup>y</sup> 0 | <sup>y</sup> 2 | <sup>y</sup> 0 |
|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|

# AM10

## Notice of administrator's progress report

|  |                              |
|--|------------------------------|
|   | <b>Presenter information</b> |
| 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   | Katy Flynn                   |
| Company name   | FRP Advisory LLP             |
|  |                              |
| Address  | Derby House                  |
|  | 12 Winckley Square           |
|  |                              |
| Post town  | Preston                      |
| County/Region  |                              |
| Postcode   | P R 1 3 J J                  |
| Country  |                              |
| DX   | cp.preston@frpadvisory.com   |
| Telephone  | 01772 440700                 |
|   | <b>Checklist</b>             |
| We may return forms completed incorrectly or with information missing.   |                              |
| Please make sure you have remembered the following:  |                              |
| <input type="checkbox"/> The company name and number match the information held on the public Register.  |                              |
| <input type="checkbox"/> You have attached the required documents.   |                              |
| <input type="checkbox"/> You have signed the form.   |                              |

|  |                              |
|--|------------------------------|
|   | <b>Important information</b> |
| All information on this form will appear on the public record.   |                              |
|   | <b>Where to send</b>         |
| 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,<br>Crown Way, Cardiff, Wales, CF14 3UZ.<br>DX 33050 Cardiff.  |                              |
|    | <b>Further information</b>   |
| For further information please see the guidance notes on the website at <a href="http://www.gov.uk/companieshouse">www.gov.uk/companieshouse</a> or email <a href="mailto:enquiries@companieshouse.gov.uk">enquiries@companieshouse.gov.uk</a> |                              |
| This form is available in an alternative format. Please visit the forms page on the website at <a href="http://www.gov.uk/companieshouse">www.gov.uk/companieshouse</a>  |                              |

**Lunar Caravans Limited**  
**(In Administration)**  
**Joint Administrators' Trading Account**

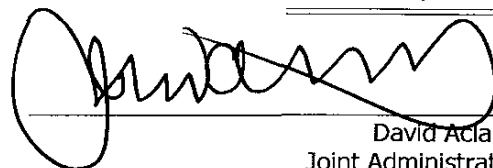
| Statement<br>of Affairs<br>£     | From 16/07/2019<br>To 15/01/2020<br>£ | From 16/07/2019<br>To 15/01/2020<br>£ |
|----------------------------------|---------------------------------------|---------------------------------------|
| OTHER DIRECT COSTS               |                                       |                                       |
| Sub Contractors                  | 17,534.74                             | 17,534.74                             |
| Direct Wages                     | 74,693.32                             | 74,693.32                             |
| Employee Expenses                | 988.50                                | 988.50                                |
|                                  | (93,216.56)                           | (93,216.56)                           |
| TRADING EXPENDITURE              |                                       |                                       |
| Rents                            | 43,355.60                             | 43,355.60                             |
| Rates                            | 8,788.13                              | 8,788.13                              |
| Heat, Light & Water              | 7,950.59                              | 7,950.59                              |
| Telephone                        | 1,406.09                              | 1,406.09                              |
| Payroll Fees                     | 904.39                                | 904.39                                |
| Pest Control                     | 553.69                                | 553.69                                |
| Security / Monitoring            | 4,064.53                              | 4,064.53                              |
|                                  | (67,023.02)                           | (67,023.02)                           |
| <b>TRADING SURPLUS/(DEFICIT)</b> | <b>(160,239.58)</b>                   | <b>(160,239.58)</b>                   |

**Lunar Caravans Limited**  
**(In Administration)**  
**Joint Administrators' Summary of Receipts & Payments**

| Statement<br>of Affairs<br>£ |                                      | From 16/07/2019<br>To 15/01/2020<br>£ | From 16/07/2019<br>To 15/01/2020<br>£ |
|------------------------------|--------------------------------------|---------------------------------------|---------------------------------------|
|                              | SECURED ASSETS                       |                                       |                                       |
|                              | Goodwill                             | 1.00                                  | 1.00                                  |
|                              | Intellectual Property                | 1.00                                  | 1.00                                  |
| 1,285,112.00                 | Finished Product (DF Capital stock)  | NIL                                   | NIL                                   |
|                              |                                      | 2.00                                  | 2.00                                  |
|                              | SECURED CREDITORS                    |                                       |                                       |
| (1,285,112.00)               | DF Capital                           | NIL                                   | NIL                                   |
|                              |                                      | NIL                                   | NIL                                   |
|                              | ASSET REALISATIONS                   |                                       |                                       |
| 150,000.00                   | Plant & Machinery                    | 150,000.00                            | 150,000.00                            |
| 1.00                         | Office Equipment                     | 1.00                                  | 1.00                                  |
|                              | Database                             | 1.00                                  | 1.00                                  |
| 849,994.00                   | Finished Product                     | 849,994.00                            | 849,994.00                            |
| NIL                          | Leasehold Improvements               | NIL                                   | NIL                                   |
| 2.00                         | Stock / WIP                          | 2.00                                  | 2.00                                  |
| 156,216.83                   | Book Debts                           | 20,682.26                             | 20,682.26                             |
|                              | Licence Fee                          | 17,590.23                             | 17,590.23                             |
| Uncertain                    | Motor Vehicles                       | NIL                                   | NIL                                   |
|                              | Assets held at Brindle               | 60,000.00                             | 60,000.00                             |
|                              | Insurance Refund                     | 2,506.31                              | 2,506.31                              |
| 57,440.85                    | Cash at Bank                         | 56,700.69                             | 56,700.69                             |
| Uncertain                    | Intercompany Account                 | NIL                                   | NIL                                   |
|                              | Bank Interest Gross                  | 912.59                                | 912.59                                |
|                              | Sundry Refund                        | 738.37                                | 738.37                                |
|                              | Trading Surplus/(Deficit)            | (160,239.58)                          | (160,239.58)                          |
|                              |                                      | 998,888.87                            | 998,888.87                            |
|                              | COST OF REALISATIONS                 |                                       |                                       |
|                              | Accountancy Fees                     | 4,000.00                              | 4,000.00                              |
|                              | Administrators' Remuneration         | 200,000.00                            | 200,000.00                            |
|                              | Administrators Pre Appointment Costs | 76,905.60                             | 76,905.60                             |
|                              | Legal Fees (1)                       | 31,308.90                             | 31,308.90                             |
|                              | Legal fees - Pre-Administration      | 1,550.00                              | 1,550.00                              |
|                              | Ransom Creditors                     | 50,000.00                             | 50,000.00                             |
|                              | Media & PR                           | 2,280.00                              | 2,280.00                              |
|                              | Statutory Advertising                | 72.18                                 | 72.18                                 |
|                              | Rent                                 | 22,835.97                             | 22,835.97                             |
|                              | Insurance of Assets                  | 7,823.98                              | 7,823.98                              |
|                              | Bank Charges - Floating              | 9.00                                  | 9.00                                  |
|                              |                                      | (396,785.63)                          | (396,785.63)                          |
|                              | PREFERENTIAL CREDITORS               |                                       |                                       |
| (72,712.00)                  | Preferential Creditors               | NIL                                   | NIL                                   |
|                              |                                      | NIL                                   | NIL                                   |
|                              | FLOATING CHARGE CREDITORS            |                                       |                                       |
| (1,000,000.00)               | Royal Bank of Scotland PLC           | NIL                                   | NIL                                   |
| (106,322.00)                 | Blackhorse Finance Limited           | NIL                                   | NIL                                   |
|                              |                                      | NIL                                   | NIL                                   |
|                              | UNSECURED CREDITORS                  |                                       |                                       |
| (8,455,443.83)               | Trade & Expense                      | NIL                                   | NIL                                   |
| (258,449.00)                 | HM Revenue & Customs - VAT           | NIL                                   | NIL                                   |
| (157,574.00)                 | HM Revenue & Customs - PAYE/NI       | NIL                                   | NIL                                   |
| (305,433.00)                 | Volume Rebates                       | NIL                                   | NIL                                   |
| (896,792.00)                 | RPO/Employees - Redundancy & PILO    | NIL                                   | NIL                                   |

**Lunar Caravans Limited  
(In Administration)  
Joint Administrators' Summary of Receipts & Payments**

| Statement<br>of Affairs<br>£ |  | From 16/07/2019<br>To 15/01/2020<br>£ | From 16/07/2019<br>To 15/01/2020<br>£ |
|------------------------------|--|---------------------------------------|---------------------------------------|
| (27,000.00)                  | Consumer Creditors                     | NIL                                   | NIL                                   |
|                              |  | NIL                                   | NIL                                   |
| (100,337.00)                 | DISTRIBUTIONS<br>Ordinary Shareholders | NIL                                   | NIL                                   |
|                              |  | NIL                                   | NIL                                   |
| <b>(10,166,408.15)</b>       |  | <b>602,105.24</b>                     | <b>602,105.24</b>                     |
|                              | REPRESENTED BY                         |                                       |                                       |
|                              | Vat Recoverable - Floating             |                                       | 194.56                                |
|                              | IB Current Floating                    |                                       | 545,628.50                            |
|                              | Vat Control Account                    |                                       | 56,282.18                             |
|                              |  |                                       | <b>602,105.24</b>                     |



David Acland  
Joint Administrator

Lunar Caravans Limited (IN ADMINISTRATION) ("THE COMPANY")

High Court of Justice The Business And Property Courts Manchester

No. 591 of 2019

The Administrator's Progress Report for the period 16/07/19 – 15/01/20  
pursuant to Rule 18.3 of the Insolvency (England and Wales) Rules 2016

3 February 2020

| Section  | Content   | The Joint Administrators    | David Acland and Lila Thomas of FRP Advisory LLP |
|--|---|-----------------------------|--|
| 1.   | Progress of the Administration in the period  | <b>The Insolvency Rules</b> | The Insolvency (England and Wales) Rules 2016    |
| 2.   | Estimated Outcome for the creditors   | <b>The Period</b>           | The reporting period 16/07/19 – 15/01/20         |
| 3.   | Administrators' remuneration, disbursements, expenses and pre-appointment costs       | <b>CVL</b>                  | Creditors Voluntary Liquidation                  |
|  |   | <b>CVA</b>                  | Company Voluntary Arrangement                    |
|  |   | <b>SIP</b>                  | Statement of Insolvency practice                 |
| <b>Appendix</b>  | <b>Content</b>  | <b>QFCH</b>                 | Qualifying floating charge holder                |
| <b>A.</b>  | Statutory information regarding the Company and the appointment of the Administrators | <b>HMRC</b>                 | HM Revenue & Customs                             |
| <b>B.</b>  | Form AM10, formal notice of the progress report                                       | <b>RBS</b>                  | Royal Bank of Scotland Plc                       |
| <b>C.</b>  | A schedule of work  | <b>Black Horse</b>          | Black Horse Ltd                                  |
| <b>D.</b>  | Details of the Administrators' disbursements for the Period and cumulatively          | <b>Napthens</b>             | Napthens LLP                                     |
| <b>E.</b>  | Receipts and payments account for the period and cumulative                           | <b>Sandersons</b>           | Sanderson Weatherall LLP                         |
| <b>F.</b>  | Statement of expenses incurred in the Period  | <b>Freeths</b>              | Freeths LLP                                      |
|  |   | <b>Union</b>                | Unite the Union                                  |
|  |   | <b>ROT</b>                  | Retention of Title                               |
| <b>The following abbreviations may be used in this report:</b> |   |                             |  |
| <b>FRP</b>   | FRP Advisory LLP  |                             |  |
| <b>The Company</b>   | Lunar Caravans Limited (In Administration)  |                             |  |
| <b>Holdings</b>  | Lunar Holdings Limited  |                             |  |
| <b>The Group</b>   | Lunar Holdings Limited and Lunar Caravans Limited                                     |                             |  |
| <b>The Main Site</b>   | Sherdley Road, Lostock Hall, Preston, PR5 5JF   |                             |  |
| <b>The Purchaser / LAL</b>                                     | Lunar Automotive Limited  |                             |  |
| Lunar Caravans Limited (In Administration)                     |   |                             |  |
| The Administrators' Progress Report                            |   |                             |  |

## 1. Progress of the Administration

Work undertaken during the period

I attach at **Appendix C** a schedule of work undertaken during the period together with a summary of work still to be completed.

Highlights include:

- Liaising with RBS regarding Administration strategy;
- Operating the business for 4 weeks following the appointment;
- Instructing agents to secure the premises and instructing insurers to place assets on open cover;
- Holding inspections with insurers to assess Health and Safety and Fire Risks;
- Obtaining a full back up of the Company's extensive IT systems;
- Liaising with various landlords in respect of the leasehold properties;
- Providing undertakings to suppliers to ensure continuation of key services;
- Consulting with employees regarding the Administration process, redundancy claims and proposed sale of the business;
- Consulting with the Union and employee representatives in respect of proposed redundancies and/or a TUPE transfer;
- Liaising with South Ribble Borough Council, Job Centre Plus and the Department for Work and Pensions, assisting where possible to highlight job opportunities for redundant staff;
- Processing 123 staff redundancies and assisting employees with their claims via the Redundancy Payments Service ("RPS");
- Dealing with suppliers regarding ROT claims, reviewing claim information and holding site inspections in order to identify stock;
- Dealing with queries regarding warranty claims, parts and cashback offers;
- Meetings and discussions with primary dealers regarding ongoing matters i.e. collection of vehicles, warranty position and sale prospects;
- Dealing with third party suppliers regarding liens over assets;
- Instructing CityPress to prepare a press release, reviewing the statements and responding to press queries;
- Instructing the board and the Company's accountants to prepare the Statement of Affairs ("SOA");

- Attending meetings with Holdings to discuss and quantify the intercompany account;
- Securing monies from RBS in respect of the Company's current accounts and agreeing the position regarding their secured debt;
- Liaising with Black Horse regarding their secured debt and providing updates on the process;
- Marketing the business and assets for sale;
- Liaising with numerous interested parties on both a going concern and asset only basis;
- Completing a sale of the business and assets to Lunar Automotive Limited;
- Assisting in the handover of the business and assets to Lunar Automotive Limited;
- CDDA investigations and submission of the report on the Directors' conduct;
- Reviewing the Employee Tribunal claim in respect of unfair dismissal and a protective award;
- Dealing with various post sale issues;
- Completing a sale of the assets held at third party premises;
- Agreeing preferential creditor claims.

The schedule of work details the work required to realise the following assets:

- Intercompany Accounts;
- Insurance claim.

Attached at **Appendix E** is a receipts and payments account detailing both transactions for the period of this report and also cumulatively since my appointment as Administrator.

### Investigations

Part of my duties include carrying out proportionate investigations into what assets the Company has, including any potential claims against directors or other parties, and what recoveries could be made. I have reviewed the Company's books and records and accounting information, requested further information from the directors,

## 1. Progress of the Administration

**FRP**

and invited creditors to provide information on any concerns they have regarding the way in which the Company's business has been conducted.

Further details of the conduct of my investigations are set out in the schedule of work attached. I can confirm that no further investigations or actions were required.

### Extension to the initial period of appointment

There has been no extension to the initial period of appointment.

### Anticipated exit strategy

Based on current realisations, the Company has no property which will permit a distribution to its unsecured creditors other than a distribution of the prescribed part fund therefore, it will be appropriate to send a notice to the Registrar of Companies in accordance with Paragraph 84 of Schedule B1 to the Insolvency Act 1986 to bring the administration to an end and three months after the filing of the notice the Company will be deemed to be dissolved.

2. Estimated Outcome for the creditors

The estimated outcome for creditors was set out in the Administrators proposals.

Outcome for the secured creditors

RBS

In consideration of the mortgage provided by RBS to Holdings, the Company gave RBS a guarantee for the liabilities of Holdings and granted RBS a debenture by way of security. The current loans due to RBS from Holdings are circa £1m.

The Company was not indebted to RBS, the credit balances on the Company's accounts with RBS having subsequently been received by the Administrators.

The purchaser is currently occupying the site under a licence for a period of 6 months and RBS has reserved its position in relation to the guarantee provided whilst the parties consider a longer term plan.

The Joint Administrators and RBS have agreed that no distribution will be made to creditors save for preferential creditors for 6 months without express confirmation from RBS that they have no claim under the guarantee.

RBS have unlimited priority on all assets.

The SOA and the EOS includes the debt to RBS of £1m despite the primary obligator being Holdings. In the event that Holdings is able to discharge the debt due to RBS there will be no claim under the cross guarantee, increasing the return to the creditors.

Black Horse

Black Horse holds a debenture containing a fixed charge over the Goodwill and Intellectual Property of the Company and a floating charge over all other assets. Upon appointment, their core debt amounted to £56,322. In addition to this, the Company was liable for the interest free stocking period for all funded units. Black Horse has confirmed its current indebtedness amounts to £106,322.

Outcome for the preferential creditors

Preferential creditor claims total £64,993, being the employees' preferential element for holiday pay as calculated in accordance with legislation. There were no arrears of wages and all pension contributions, were discharged prior to our appointment. Preferential creditor claims will be paid in full.

Outcome for the unsecured creditors

According to the draft statement of affairs, unsecured creditor claims were estimated to be £10,100,692. This was broken down as follows:

|                                    |             |
|------------------------------------|-------------|
| Trade & Expense                    | £ 8,455,444 |
| HM Revenue & Customs – VAT *       | 258,449     |
| HM Revenue & Customs – PAYE/NI     | 157,574     |
| Volume Rebates                     | 305,433     |
| RPO/Employees – Redundancy & PILON | 896,792     |
| Consumer Creditors                 | 27,000      |

\*Group VAT registration – Holdings (as a group member) is primarily liable for this debt and they have agreed repayment with HMRC.

To date, claims in the sum of £9,437,817 has been received. The Joint Administrators have not yet adjudicated upon claims.

Based on the assumptions made in the estimated outcome statement it is currently estimated that there will be sufficient funds available to make a distribution to unsecured creditors in due course from funds available under the prescribed part.

## 2. Estimated Outcome for the creditors

### Prescribed Part

The prescribed part is a carve out of funds available to the holder of a floating charge which is set aside for the unsecured creditors in accordance with Section 176A of the Insolvency Act 1986. The prescribed part only applies where the floating charge was created after 15 September 2003 and the net property available to the floating charge holder exceeds £10,000.

The prescribed part, based on net property estimated to be £194,153 has been calculated to be approximately £41,831. The prescribed part is available for all unsecured creditors and where there are only sufficient funds to enable a dividend to be paid to unsecured

3. Administrators' remuneration, disbursements, expenses and pre-appointment costs

Administrators' remuneration

Following circulation of the Administrators' proposals the secured and preferential creditors passed a resolution that the Administrators' remuneration should be calculated in part as a fixed fee and in part on a percentage basis. Further details of how this will be calculated is set out below. Details of remuneration charged during the period of the report are set out in the statement of expenses attached. To date fees of £200,000 plus VAT have been drawn from the funds available.

| Fee Basis  |          |                                      |  |
|--|----------|--------------------------------------|--|
| Trading management fees  | £100,000 | Fixed Fee                            |  |
| Statutory duties, reporting obligations, investigations, creditor queries and ROT          | £150,000 | Fixed Fee                            |  |
| Realisation of all assets (net of VAT)   | 20%      | Percentage of realisations           |  |
| Distributions made to the preferential and unsecured creditors (excluding prescribed part) | 10%      | Percentage of all distributions made |  |

Administrators' disbursements

The Administrators' disbursements are a recharge of actual costs incurred by the Administrators on behalf of the Company. Mileage payments made for expenses relating to the use of private vehicles for business travel, which is directly attributable to the insolvency estate, are paid by FRP at the HMRC approved mileage rate prevailing at the time the mileage was incurred. Details of disbursements incurred during the period of this report are set out in **Appendix D**.

Administrators' expenses

An estimate of the Administrators' expenses was set out in the Administrators' proposals. I attach at **Appendix F** a statement of expenses that have been incurred during the period covered by this report. It is currently expected that the expenses incurred or anticipated to be incurred are likely to exceed the details previously

provided due to higher than associated costs in respect of subcontractors, wages and rent. Details of this expenditure is provided within the Schedule of Work attached at **Appendix C**.

In addition, the Joint Administrators have paid the Company's accountants MHA Moore & Smalley the sum of £4,000 plus VAT for their assistance in producing the statement of affairs.

Creditors have a right to request further information from the Administrators and further have a right to challenge the Administrators' remuneration and other expenses, which are first disclosed in this report, under the Insolvency (England and Wales) Rules. (For ease of reference these are the expenses incurred in the reporting period as set out in **Appendix F** only). Further details of these rights can be found in the Creditors' Guide to Fees which you can access using the following link <https://creditors.frpadvisory.com/info.aspx> and select the one for administrators. Alternatively, a hard copy of the relevant guide will be sent to you on request. Please note there is a time limit for requesting information being 21 days following the receipt of this progress report. There is a time limit of 8 weeks following the receipt of this report for a Court application that the remuneration or expenses are excessive.

Administrators' pre-appointment costs

In addition to the Joint Administrators remuneration detailed above, the secured and preferential creditors passed a resolution for the payment of certain pre appointment costs and disbursements.

These consisted of £76,629.25 plus VAT and disbursements of £276.35 due to FRP and £1,500 plus VAT and disbursements of £50 due to Napthens. These fees have been discharged in line with the approval.

In addition, approval for the sum of £6,500 plus VAT was received in respect of monies due to Sandersons. These costs have yet to be discharged.

Statutory Information

LUNAR CARAVANS LIMITED (IN ADMINISTRATION)

COMPANY INFORMATION:

|                             |   |
|-----------------------------|---|
| Other trading names:        | N/a   |
| Company number:             | 00729912  |
| Registered office:          | C/o FRP Advisory LLP, Derby House, 12 Winckley Square, Preston, PR1 3JJ |
| Previous registered office: | Sherdley Road, Lostock Hall, Preston, Lancashire, PR5 5JF               |
| Business address:           | Sherdley Road, Lostock Hall, Preston, Lancashire, PR5 5JF               |

ADMINISTRATION DETAILS:

|   |   |
|---|---|
| Administrator(s):                                       | David Acland & Lila Thomas  |
| Address of Administrator(s):                            | FRP Advisory LLP<br>Derby House, 12 Winckley Square, Preston, PR1 3JJ |
| Date of appointment of Administrator(s):                | 16/07/2019  |
| Court in which administration proceedings were brought: | High Court of Justice The Business And Property Courts, Manchester    |
| Court reference number:                                 | 000591/2019   |
| Appointor details:                                      | Directors   |
| Previous office holders, if any:                        | N/a   |
| Extensions to the initial period of appointment:        | None  |
| Date of approval of Administrators' proposals:          | 19 September 2019   |

## Appendix B

### CH Form AM10 Formal Notice of the Progress Report

**FRP**



TUESDAY

DERBY HOUSE

### 1 Company details

Company number 00729912

Company name in full Lunar Caravans Limited

→ Filling in this form

Please complete in typescript or in  
bold black capitals.

### 2 Administrator's name

Full forename(s) David

Surname Acland

### 3 Administrator's address

Building name/number Derby House

Street 12 Winckley Square

Post town Preston

County/Region

Postcode PR13JJ

Country

### 4 Administrator's name <sup>①</sup>

Full forename(s) Lila

Surname Thomas

① Other administrator

Use this section to tell us about  
another administrator.

### 5 Administrator's address <sup>②</sup>

Building name/number Derby House

Street 12 Winckley Square

Post town Preston

County/Region

Postcode PR13JJ

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 | <sup>d</sup> 1 <sup>d</sup> 6 | <sup>m</sup> 0 <sup>m</sup> 7 | <sup>y</sup> 2 <sup>y</sup> 0 <sup>y</sup> 1 <sup>y</sup> 9 |  |
| To date   | <sup>d</sup> 1 <sup>d</sup> 5 | <sup>m</sup> 0 <sup>m</sup> 1 | <sup>y</sup> 2 <sup>y</sup> 0 <sup>y</sup> 2 <sup>y</sup> 0 |  |

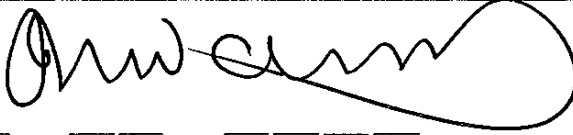
### 7 Progress report

☒ I attach a copy of the progress report

### 8 Sign and date

Administrator's  
signature

Signature

X  X

|                |                               |                               |   |  |
|----------------|-------------------------------|-------------------------------|---|--|
| Signature date | <sup>d</sup> 0 <sup>d</sup> 3 | <sup>m</sup> 0 <sup>m</sup> 2 | <sup>y</sup> 2 <sup>y</sup> 0 <sup>y</sup> 2 <sup>y</sup> 0 |  |
|----------------|-------------------------------|-------------------------------|---|--|

# AM10

## Notice of administrator's progress report



### 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 **Katy Flynn**

Company name **FRP Advisory LLP**

Address **Derby House**

**12 Winckley Square**

Post town **Preston**

County/Region

Postcode **P R 1 3 J J**

Country

DX **cp.preston@frpadvisory.com**

Telephone **01772 440700**



### 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)

Appendix C

A schedule of work

## Lunar Caravans Limited (IN ADMINISTRATION)

### Schedule of Work

The table below sets out a detailed summary of the work undertaken by the office holder(s) during the reporting period together with an outline of work still to complete.

Where work undertaken results in the realisation of funds (from the sale of assets; enhanced recoveries and potentially a reduction in creditor claims if the business has continued to trade and/or is sold following appointment; recoveries from successful actions taken against third parties), there may be a financial benefit to creditors should there be sufficient funds available to make a distribution to one or more class of creditor. In this case work undertaken will include the scrutiny and agreement of creditor claims.

A proportion of the work undertaken by an Insolvency Practitioner is required by statute, including ensuring the appointment is valid, notifications of the appointment to third parties, regular reporting on the progress, notifying statutory bodies where required in relation to the conduct of the directors, complying with relevant legislation and regulatory matters. This may not have a direct financial benefit to creditors but is substantially there to protect creditors and other stakeholders and ensuring they are kept informed of developments.

| Note | Category   |   | Fee Basis Agreed |
|------|--|---|------------------|
| 1    | <b>ADMINISTRATION AND PLANNING</b><br><b>Work undertaken during the reporting period</b>                             | <b>ADMINISTRATION AND PLANNING</b><br><b>Future work to be undertaken</b>   | <b>Fixed Fee</b> |
|      | <b>General Matters</b>   |   |                  |
|      | Requesting and collating Company information to enable the setup of the case on the Insolvency Practitioners System. | Regularly reviewing the conduct of the case and the case strategy and updating as required by the insolvency practitioners' regulatory professional body to ensure all statutory matters are attended to and to ensure the case is progressing. |                  |
|      | Liaising with CityPress to deal with any press enquiries.  |   |                  |
|      | Administrative tasks such as filing, updating case notes and maintaining case files.                                 |   |                  |
|      | Arranging for the back up of the Company's electronic records.   |   |                  |

**Lunar Caravans Limited (IN ADMINISTRATION)**

**Schedule of Work**

| <b>Regulatory Requirements</b>   |   |  |
|--|---|--|
| <p>Completion of anti-money laundering risk assessment procedures and Know Your Client checks in accordance with the Money Laundering Regulations for each assignment.</p> <p>Completion of take on procedures for each assignment which included consideration of professional and ethical matters and other legislation such as the Bribery Act, Data Protection Act.</p> <p>Monitor and control of the Company's online presence and social media platforms.</p>  | <p>Ongoing consideration of the money laundering regulations and requirements as the case progresses.</p> <p>Ongoing compliance with GDPR requirements.</p> |  |
| <b>Case Management Requirements</b>  |   |  |
| <p>Determine case strategy and documenting this.</p> <p>Setting up and administering insolvent estate bank accounts.</p> <p>Compiling a forecast of the work that has been or is anticipated will be undertaken throughout the duration of the case, circulating this to creditors together with other such documentation as required to enable the relevant approving creditors to assess and vote on the fee bases proposed.</p> <p>Arranging for insurance on the assets in the estate and for broker to attend site. Cover has now been cancelled.</p> | <p>Document any changes to case strategy.</p> <p>Continued administration of the estate bank account.</p> <p>Finalise the draft SOA.</p>                    |  |

## Lunar Caravans Limited (IN ADMINISTRATION)

## Schedule of Work

|   |  |  |  |
|---|--|--|--|
|   | <p>Liaising with insurance broker in relation to Health and Safety matters to ensure that any breaches are identified and dealt with in the appropriate manner.</p> <p>Correspondence with any former advisors to the Company to assist in general enquiries.</p>  |  |  |
| 2 | <p><b>ASSET REALISATION</b></p> <p><b>Work undertaken during the reporting period</b></p> <p><u>Sale of business</u></p> <p>As previously reported, a sale of the business and certain assets completed to Lunar Automotive Limited on 14 August 2019 for the sum of £1 million. A full summary of the sale was included in the Administrators proposals.</p> <p><u>Excluded Assets</u></p> <p>The following assets were excluded from the sale:</p> <p><u>Motor Homes</u></p> <p>Prior to the sale completing, the Joint Administrators received ROT claims from two vehicle chassis suppliers and excluded any motor homes from the sale.</p> <p>The Joint Administrators have been involved with the ongoing discussions between the chassis suppliers, their</p> | <p><b>ASSET REALISATION</b></p> <p><b>Future work to be undertaken</b></p> <p><u>Intercompany debt</u></p> <p>As detailed within the proposals, Holdings owns the main site and all IPR. Holdings was reliant on the Company and other third party tenants to meet its financial obligations. A debt had built up between Holdings and the Company which as at the date of the last filed accounts was £1.339m due from Holdings to the Company. According to the SOA, that debt has risen to £1.597m.</p> <p>The debt primarily relates to the Company assisting Holdings with property acquisitions.</p> <p>Holdings in its capacity as landlord will be owed monies in respect of rent and may have other claims against the Company in respect of the condition of the main site. Additionally, Holdings was part of a VAT group and is therefore prima facie liable for the VAT</p> | <p><b>Percentage of realisations - 20%</b></p> |

**Lunar Caravans Limited (IN ADMINISTRATION)**

**Schedule of Work**

|  |  |  |
|--|--|--|
| <p>legal representatives and the purchaser to reach an acceptable conclusion in relation to these claims. Unfortunately, the discussions have become protracted and have not yet been resolved.</p> <p><u>Cash at Bank</u></p> <p>On appointment, the Joint Administrators requested that the credit balances were transferred to the Administration bank accounts and cash at bank totalling £57,440.85 was received. The Administrators were subsequently contacted by a customer who had paid the sum of £740.16 post appointment in respect of parts ordered by not delivered. This sum was reimbursed reducing the cash at bank to £56,700.69.</p> <p><u>Book debts</u></p> <p>The Joint Administrators have received £20,682.26 to date in respect of outstanding debts.</p> |  |  |
|  | <p>debt owed by the Company (the only other group member) of £258,449. Holdings has agreed repayment of this liability with HMRC.</p> <p>Discussions are ongoing with Holdings and its advisors concerning quantification of the debt due and any settlement.</p> <p><u>Insurance Claim</u></p> <p>The Administrators along with insurers are considering a potential claim following a fire at third party premises prior to the appointment. It is likely that we will require assistance from the board in order to pursue this further. Recoveries from this source are currently uncertain.</p> <p><u>Book Debts</u></p> <p>There is additional monies due to the Company which will be pursued albeit we anticipate in some cases counter claims will be received. The Joint Administrators will seek legal advice in relation to any arguments advanced in respect of offset.</p> |  |

# Lunar Caravans Limited (IN ADMINISTRATION)

## Schedule of Work

| Other vehicles and plant and machinery  |  |  |
|---|--|--|
| <p>As detailed within the proposals, following settlement with the creditor exercising a lien, there were items of finished goods, plant and stock for sale. On 27 November 2019, a sale of these assets completed to DH Motors for the sum of £60,000 plus VAT.</p>  |  |  |
| <p><u>Licence Fee</u></p> <p>In conjunction with the sale, licences to occupy the premises at Compound 13, Leyland Business Park, Centurion Way, Leyland, PR25 3GR (up to 20 September 2019) and Unit 3 Sherdley Road, Lostock Hall, Preston (up to 29 February 2020) were granted to Lunar Automotive Limited.</p> | <p>The Administrators will pursue LAL for the licence fees owed which total £4,250.01 as well as other sums due following contract completion.</p> |  |
| <p>Upon completion, LAL paid licence fees totalling £17,590.23 representing the full licence fee in respect of Compound 16 and the first month of the licence for Unit 3.</p>   |  |  |
| <p>The rent due to the landlord for the licence period at Compound 13 was discharged in full.</p>   |  |  |
| <p>Unfortunately, no further licence fees were received from LAL in respect of the Unit 3. In the absence of any payment, the landlord took possession of the property in December 2019. The Joint Administrators paid the</p>  |  |  |

# Lunar Caravans Limited (IN ADMINISTRATION)

## Schedule of Work

|   |   |   |  |
|---|---|---|--|
|   | <p>outstanding rent up to repossession in accordance with the terms of the lease.</p> <p><u>Insurance Refund</u></p> <p>The sum of £1,994.31 was received from the former broker in respect of a return premium. In addition, the sum of £512 was received from Aspen Risk Management in respect of a historic settlement.</p> <p><u>Sundry Refunds</u></p> <p>The sum of £600 was received from the DVLA regarding VCA refunds. The sum of £138.37 has been received from Scottish Equitable to refund an overpaid premium.</p> <p><u>Bank Interest Gross</u></p> <p>The sum of £912.59 has been received during the period.</p> |   |  |
| 3 | <p><b>CREDITORS</b></p> <p><b>Work undertaken during the reporting period</b></p> <p><u>Secured Creditors</u></p> <p>Providing updates to RBS and Black Horse in relation to the sale of the business.</p> <p>Liaising with RBS and Black Horse in relation to the sale process and facilitating the necessary Deeds of Release at the appropriate time, prior to a sale completing.</p>  | <p><b>CREDITORS</b></p> <p><b>Future work to be undertaken</b></p> <p><u>Secured Creditors</u></p> <p>Before making a payment to a secured creditor who holds a floating charge the office holder will need to ascertain if a prescribed part, (essentially a ring fenced sum of money) must first be set aside for the benefit of the unsecured creditors.</p> | <p><b>Percentage of realisations</b></p> |

## Lunar Caravans Limited (IN ADMINISTRATION)

### Schedule of Work

|   |   |  |
|---|---|--|
| <p><u>Preferential creditors</u></p> <p>Employee claims in respect of unpaid wages and holiday pay rank as preferential. The final claim has been received from the RPS and the claims have been agreed. The distribution will be paid shortly and claims which total £64,993 will be discharged in full.</p> <p><u>Employees</u></p> <p>The Administrators have assisted 123 employees with their claims and other queries arising in relation to their contracts.</p> <p>Liaising with the Redundancy Payments Office.</p> <p>Working with Job Centre Plus and South Ribble Borough Council to assist employees in securing work, notifying employees of job fairs and keeping them appraised of the sale process.</p> <p>Consulting with the Trade Union and Employee Representatives.</p> <p><u>Unsecured creditors</u></p> <p>The Joint Administrators have dealt with a significant volume of enquiries in respect of potential warranty issues / claims.</p> | <p><u>Preferential creditors</u></p> <p>Pay the distribution.</p> <p><u>Employees</u></p> <p>The Joint Administrators have received a claim via an Employment Tribunal. The matter is complex and will require further legal input as the Administrators believe certain parts of the claim should be struck out.</p> <p><u>Unsecured creditors</u></p> <p>The Joint Administrators will continue to respond to unsecured creditors in a timely manner and log proof of debts forms when received.</p> <p>If sufficient funds are available to make a distribution to the unsecured creditors the office holder will write to all known creditors to notify of the possibility of a</p> |  |
|---|---|--|

## Lunar Caravans Limited (IN ADMINISTRATION)

### Schedule of Work

|  |   |  |
|--|---|--|
| <p>There were also a number of customers who were offered £500 cash back when purchasing a caravan.</p> <p><u>HMRC claims</u></p> <p>Liaising with HMRC to establish their claim and seeking tax advice to minimise claims and maximise returns to creditors where appropriate.</p> <p><u>Ransom creditor</u></p> <p>The Joint Administrators entered into protracted negotiations with a creditor claiming proprietary rights over various assets held at their premises. Their claim was ultimately settled at £50,000.</p> <p><u>Reservation of Title (ROT)</u></p> <p>Following the appointment, the Administrators were contacted by 45 suppliers looking to pursue ROT claims against the Company in respect of stock supplied that had not been paid for.</p> | <p>distribution and requested submission of claims. To date the IP is aware of 437 potential creditors according to the information currently available. As required the office holder will advertise for claims and adjudicate on them if there are sufficient funds to make a distribution, either agreeing or rejecting, in full or in part. There is a statutory time limit to enable creditors whose claims have been rejected to appeal, once this time limit has passed the office holder will make a distribution to creditors.</p> <p><u>Reservation of Title (ROT)</u></p> <p>The Joint Administrators will continue to deal with ROT claims and discussions between the purchaser and various ROT claimants are ongoing.</p> |  |
|--|---|--|

**Lunar Caravans Limited (IN ADMINISTRATION)**

**Schedule of Work**

|  |  |  |
|--|--|--|
| <p>Of these 45 suppliers, 36 parties provided paperwork in support of their claims and 24 attended site to identify goods.</p> <p>Where claims were deemed valid, the supplier could either uplift stock to the value of their claim or enter into negotiations with the purchaser who may wish to buy their stock for future production.</p> <p>Following the sale of the business and certain assets, the schedule of claims was passed to the purchaser to be dealt with in accordance with the obligations contained in the sale agreement. Negotiations with certain suppliers became protracted as they felt their claims were not being progressed. In addition, a small number of suppliers looked to enforce their title over finished goods rather than just WIP / raw materials.</p> <p>The sale contract was clear in that the purchaser had only acquired whatever right, title and interest the Company held in the assets and their obligations in dealing with any ROT claims. The Administrators have tried to assist suppliers where possible and have acted as an intermediary between parties. Freeeths have also been instructed to respond to legal claims brought by suppliers.</p> | <p>Creditor claims will be adjusted accordingly.</p> |  |
|--|--|--|

**Lunar Caravans Limited (IN ADMINISTRATION)**

**Schedule of Work**

|   |  |  |
|---|--|--|
| <p><u>Leasehold Properties / Landlords</u></p> <p>Establishing the position with regards Leasehold properties and liaising with Landlords.</p> <p>The Joint Administrators have paid rent to the relevant landlords for use of the properties prior to the sale.</p> <p>The licences granted by the Company have now terminated. All rent due to the respective landlords has now been discharged (further detailed below).</p> <p><u>Assets on finance</u></p> <p>Establishing the position with regards assets on finance and arranging for assets to be returned to finance company if needed.</p> <p>Where assets were required for ongoing trading, they were retained and undertakings were provided where appropriate.</p> <p><u>Pensions</u></p> <p>Establishing the position with regards any Employer pension scheme, notifying the relevant parties in accordance with the legislation.</p> <p>We are not aware of any requirement to appoint an independent trustee and we expect that the scheme will be closed.</p> |  |  |
|---|--|--|

**Lunar Caravans Limited (IN ADMINISTRATION)**

**Schedule of Work**

| 4 | <b>INVESTIGATIONS</b><br><b>Work undertaken during the reporting period</b>   | <b>INVESTIGATIONS</b><br><b>Future work to be undertaken</b> | <b>Fixed Fee</b> |
|---|---|--|------------------|
|   | <p>An Insolvency Practitioner has a duty to review the books and records and other information available to identify the assets that may be available to realise for the benefit of the insolvency estate.</p> <p>Furthermore, there may be other antecedent or voidable transactions that are identified which if pursued could swell the funds available for the insolvency estate.</p> <p>All directors of the Company both current and those holding office within 3 years of the insolvency have been asked to complete a questionnaire to assist in preparing the statutory return to the Department of Business Energy and Industrial Strategy ("DBEIS") in accordance with the Company Directors Disqualification Act.</p> <p>The Joint Administrators instructed their IT Forensics team to provide a full back up of the Company's IT systems.</p> <p>Information provided to DBEIS is confidential but can be used to assist DBEIS in identifying conduct that should be investigated further and could result in individuals being disqualified from acting as a director. Our report has been submitted.</p> | <p>None</p>  |                  |
|   |   |  |                  |

## Lunar Caravans Limited (IN ADMINISTRATION)

### Schedule of Work

| 5 | STATUTORY COMPLIANCE AND REPORTING<br>Work undertaken during the reporting period  | STATUTORY COMPLIANCE AND REPORTING<br>Future work to be undertaken   | Fixed Fee |
|---|--|--|-----------|
|   | <p>The proposals were circulated to all known creditors and were deemed approved on 19 September 2019. Separate approval for resolutions in respect of remuneration, disbursements, pre-appointment costs and discharge from liability has been obtained from the secured and preferential creditors.</p> <p>To calculate and protect the value of assets that are not subject to a charge by obtaining a bond to the correct level.</p> <p>Advertising notice of the office holders' appointment as required by statute.</p> <p>The IP is required to establish the existence of any pension schemes and staging dates for auto-enrolment and take appropriate action to notify all relevant parties and appoint independent trustees if required. All pension contributions have been discharged, no trustee appointment is deemed necessary.</p> <p>Dealing with post appointment VAT and or other tax returns as required.</p> | <p>To provide statutory reports to various stakeholders at regular intervals and manage any queries arising therefrom. Copies of these reports are required to be filed at Court and the Registrar of Companies.</p> <p>To place legal advertisements as required by statute which may include formal meetings of creditors and notices to submit claims</p> <p>To deal with the statutory requirements in order to bring the case to a close and for the Administrators to obtain their release from office; this includes preparing final reports for stakeholders, statutory advertising and filing the relevant documentation with the Court/Registrar of Companies.</p> |           |

## Lunar Caravans Limited (IN ADMINISTRATION)

### Schedule of Work

| 6 | TRADING (where applicable)<br>Work undertaken during the reporting period  | TRADING (where applicable)<br>Future work to be undertaken | Fixed Fee |
|---|--|--|-----------|
|   | <p>The Joint Administrators operated the business for four weeks whilst a sale of the business as a going concern could continue to be explored. Our actions included but were not limited to:</p> <ul style="list-style-type: none"> <li>• Instructing agents to secure the premises and instructing insurers to place assets on open cover;</li> <li>• Holding inspections with insurers to assess Health and Safety and Fire Risks;</li> <li>• Liaising with landlord in respect of the leasehold properties;</li> <li>• Providing undertakings to suppliers to ensure continuation of key services;</li> <li>• Consulting with employees regarding the Administration process, redundancy claims and proposed sale of the business;</li> <li>• Consulting with the Union and employee representatives in respect of proposed redundancies and/or a TUPE transfer;</li> <li>• Dealing with suppliers regarding Retention of Title claims, reviewing claim information and holding site inspections in order to identify stock;</li> <li>• Dealing with queries regarding warranty claims, parts and cashback offers;</li> <li>• Meetings and discussions with primary dealers regarding ongoing matters i.e. collection of vehicles, warranty position and sale prospects;</li> </ul> |  |           |

**Lunar Caravans Limited (IN ADMINISTRATION)**

**Schedule of Work**

|  |   |  |
|--|---|--|
| <ul style="list-style-type: none"> <li>• Dealing with third party suppliers regarding liens over assets;</li> <li>• Instruction to consultants to deal with outstanding type approval / certification matters.</li> </ul> <p>Following the sale of the business, the Joint Administrators have withdrawn all undertakings provided to suppliers and have been working to settle accounts.</p>  |   |  |
| <p><b>Trading Costs</b></p> <p><u>Employees</u></p> <p>The sum of £74,693.32 has been paid in respect of employee wages, PAYE/NI and pension contributions for the Administration period.</p> <p>In addition, employee expenses in the sum of £988.50 have been paid.</p> <p>In order to assist the purchaser on completion, the weekly wages due to be paid to employees on 15 August 2019 were processed by the Joint Administrators given the proximity to completion of the sale.</p> <p><u>Sub-Contractors</u></p> <p>Upon appointment, there were a number of caravans that did not have the necessary type approval / certification required in order to secure registration.</p> | <p>The purchaser is obliged to reimburse these monies which total £12,048.29.</p> |  |

**Lunar Caravans Limited (IN ADMINISTRATION)**

**Schedule of Work**

|  |   |  |
|--|---|--|
| <p>In the event that a sale of the business and assets did not proceed and the Joint Administrators were required to sell these assets, the value of those caravans affected would have been substantially reduced.</p>  |   |  |
| <p>Therefore, in order to progress these works and avoid delays in a close down scenario, the sum of £3,100.50 was paid to Paul Dodd Technical Services who was contracted by the Company to secure these approvals / certifications.</p>                              |   |  |
| <p>It was proposed that any ongoing requirement for these services would be the obligation of the purchaser but unfortunately they would not engage with the supplier.</p>   |   |  |
| <p>It became apparent that a number of vehicles previously sold by the Company also required this certification. In order to avoid any claims against the Company, the Administrators agreed to pay the additional costs of £14,434.34 to have the work completed.</p> |   |  |
| <p><u>Property Holding Costs</u></p> <p>The following costs have been discharged:</p> <ul style="list-style-type: none"> <li>- £4,064.53 plus VAT to Black Box Security Alarm Systems Limited in respect of maintenance and monitoring;</li> </ul>                     | <p>Finalise any property holding costs.</p> |  |

## Lunar Caravans Limited (IN ADMINISTRATION)

### Schedule of Work

|   |   |  |                  |
|---|---|--|------------------|
|   | <ul style="list-style-type: none"> <li>- £47,046.92 to Landlords in respect of rent for the main site and the third party premises leased by the Company;</li> <li>- £8,788.13 and £553.69 to South Ribble Borough Council in respect of business rates and pest control;</li> <li>- £9,356.68 to various utility providers in respect of electricity, gas, water and telephone for supply to the main site.</li> <li>- £904.39 to Moore &amp; Smalley LLP for payroll services.</li> </ul>   |  |                  |
| 7 | <p><b>LEGAL AND LITIGATION</b></p> <p><b>Work undertaken during the reporting period</b></p> <p>Freeeths were instructed to draft the SPA, deal with all queries and amendments and finalise the contract for the sale of the business and certain assets as well as liaising with the solicitors acting for Holdings and the purchaser in relation to the licence agreements.</p> <p>Freeeths have also assisted the Joint Administrators with queries in relation to creditor claims, ROT claims and employee matters. As detailed above, a number of ROT claims have become protracted and we have required Freeeths advice to protect the Company and the Administrators position.</p> <p>To date, fees totalling £31,308.90 plus VAT have been paid.</p> | <p><b>LEGAL AND LITIGATION</b></p> <p><b>Future work to be undertaken</b></p> <p>Freeeths will continue to act for the Joint Administrators, in particularly in relation to more complex ROT claims. They may also be required to assist with the Tribunal claim and any matters arising from the quantification of the Holdings debt.</p> | <b>Fixed Fee</b> |

Details of the Administrators' disbursements for the period and cumulative

**Disbursements for the period  
16 July 2019 to 15 January  
2020**

| <b>Category 1</b>                      | <b>Value £</b>  |
|--|-----------------|
| Car/Mileage Recharge                   | 1,073.21        |
| Parking                                | 17.00           |
| Postage                                | 677.88          |
| Staff Welfare                          | 204.30          |
| Sundries/General                       | 73.90           |
| Travel                                 | 273.38          |
| Bonding                                | 825.00          |
| Computer Consumables                   | 467.85          |
| Subsistence                            | 68.62           |
| Accommodation/ Room Hire<br>(External) | 153.99          |
| <b>Grand Total</b>                     | <b>3,835.13</b> |

## Appendix E

Receipts and payments account for the period and cumulative

**FRP**

**Lunar Caravans Limited**  
**(In Administration)**  
**Joint Administrators' Trading Account**

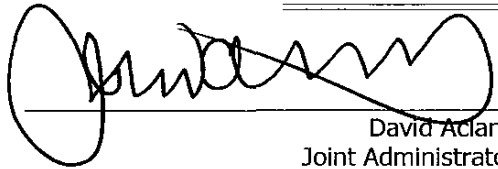
| Statement<br>of Affairs<br>£     | From 16/07/2019<br>To 15/01/2020<br>£ | From 16/07/2019<br>To 15/01/2020<br>£ |
|----------------------------------|---------------------------------------|---------------------------------------|
| OTHER DIRECT COSTS               |                                       |                                       |
| Sub Contractors                  | 17,534.74                             | 17,534.74                             |
| Direct Wages                     | 74,693.32                             | 74,693.32                             |
| Employee Expenses                | 988.50                                | 988.50                                |
|                                  | (93,216.56)                           | (93,216.56)                           |
| TRADING EXPENDITURE              |                                       |                                       |
| Rents                            | 43,355.60                             | 43,355.60                             |
| Rates                            | 8,788.13                              | 8,788.13                              |
| Heat, Light & Water              | 7,950.59                              | 7,950.59                              |
| Telephone                        | 1,406.09                              | 1,406.09                              |
| Payroll Fees                     | 904.39                                | 904.39                                |
| Pest Control                     | 553.69                                | 553.69                                |
| Security / Monitoring            | 4,064.53                              | 4,064.53                              |
|                                  | (67,023.02)                           | (67,023.02)                           |
| <b>TRADING SURPLUS/(DEFICIT)</b> | <b>(160,239.58)</b>                   | <b>(160,239.58)</b>                   |

**Lunar Caravans Limited**  
**(In Administration)**  
**Joint Administrators' Summary of Receipts & Payments**

| Statement<br>of Affairs<br>£ | From 16/07/2019<br>To 15/01/2020<br>£ | From 16/07/2019<br>To 15/01/2020<br>£ |
|------------------------------|---------------------------------------|---------------------------------------|
|                              |                                       |                                       |
|                              | SECURED ASSETS                        |                                       |
|                              | Goodwill                              | 1.00                                  |
|                              | Intellectual Property                 | 1.00                                  |
| 1,285,112.00                 | Finished Product (DF Capital stock)   | NIL                                   |
|                              |                                       | 2.00                                  |
|                              | SECURED CREDITORS                     |                                       |
| (1,285,112.00)               | DF Capital                            | NIL                                   |
|                              |                                       | NIL                                   |
|                              | ASSET REALISATIONS                    |                                       |
| 150,000.00                   | Plant & Machinery                     | 150,000.00                            |
| 1.00                         | Office Equipment                      | 1.00                                  |
|                              | Database                              | 1.00                                  |
| 849,994.00                   | Finished Product                      | 849,994.00                            |
| NIL                          | Leasehold Improvements                | NIL                                   |
| 2.00                         | Stock / WIP                           | 2.00                                  |
| 156,216.83                   | Book Debts                            | 20,682.26                             |
|                              | Licence Fee                           | 17,590.23                             |
| Uncertain                    | Motor Vehicles                        | NIL                                   |
|                              | Assets held at Brindle                | 60,000.00                             |
|                              | Insurance Refund                      | 2,506.31                              |
| 57,440.85                    | Cash at Bank                          | 56,700.69                             |
| Uncertain                    | Intercompany Account                  | NIL                                   |
|                              | Bank Interest Gross                   | 912.59                                |
|                              | Sundry Refund                         | 738.37                                |
|                              | Trading Surplus/(Deficit)             | (160,239.58)                          |
|                              |                                       | 998,888.87                            |
|                              | COST OF REALISATIONS                  |                                       |
|                              | Accountancy Fees                      | 4,000.00                              |
|                              | Administrators' Remuneration          | 200,000.00                            |
|                              | Administrators Pre Appointment Costs  | 76,905.60                             |
|                              | Legal Fees (1)                        | 31,308.90                             |
|                              | Legal fees - Pre-Administration       | 1,550.00                              |
|                              | Ransom Creditors                      | 50,000.00                             |
|                              | Media & PR                            | 2,280.00                              |
|                              | Statutory Advertising                 | 72.18                                 |
|                              | Rent                                  | 22,835.97                             |
|                              | Insurance of Assets                   | 7,823.98                              |
|                              | Bank Charges - Floating               | 9.00                                  |
|                              |                                       | (396,785.63)                          |
|                              | PREFERENTIAL CREDITORS                |                                       |
| (72,712.00)                  | Preferential Creditors                | NIL                                   |
|                              |                                       | NIL                                   |
|                              | FLOATING CHARGE CREDITORS             |                                       |
| (1,000,000.00)               | Royal Bank of Scotland PLC            | NIL                                   |
| (106,322.00)                 | Blackhorse Finance Limited            | NIL                                   |
|                              |                                       | NIL                                   |
|                              | UNSECURED CREDITORS                   |                                       |
| (8,455,443.83)               | Trade & Expense                       | NIL                                   |
| (258,449.00)                 | HM Revenue & Customs - VAT            | NIL                                   |
| (157,574.00)                 | HM Revenue & Customs - PAYE/NI        | NIL                                   |
| (305,433.00)                 | Volume Rebates                        | NIL                                   |
| (896,792.00)                 | RPO/Employees - Redundancy & PILO     | NIL                                   |

**Lunar Caravans Limited**  
**(In Administration)**  
**Joint Administrators' Summary of Receipts & Payments**

| Statement of Affairs<br>£ |                            | From 16/07/2019<br>To 15/01/2020<br>£ | From 16/07/2019<br>To 15/01/2020<br>£ |
|---------------------------|----------------------------|---------------------------------------|---------------------------------------|
| (27,000.00)               | Consumer Creditors         | NIL                                   | NIL                                   |
|                           |                            | NIL                                   | NIL                                   |
|                           | DISTRIBUTIONS              |                                       |                                       |
| (100,337.00)              | Ordinary Shareholders      | NIL                                   | NIL                                   |
|                           |                            | NIL                                   | NIL                                   |
| <b>(10,166,408.15)</b>    |                            | <b>602,105.24</b>                     | <b>602,105.24</b>                     |
|                           | REPRESENTED BY             |                                       |                                       |
|                           | Vat Recoverable - Floating |                                       | 194.56                                |
|                           | IB Current Floating        |                                       | 545,628.50                            |
|                           | Vat Control Account        |                                       | 56,282.18                             |
|                           |                            |                                       | <b>602,105.24</b>                     |

  
 David Acland  
 Joint Administrator

Appendix F

Statement of expenses incurred in the Period



| <b>Lunar Caravans Limited - in Administration</b><br><b>Statement of expenses for the period ended</b><br><b>15/01/2020</b> |                                       |
|---|---------------------------------------|
|   | <b>Period to</b><br><b>15/01/2020</b> |
| <b>Expenses</b>   | <b>£</b>                              |
| Office Holders' remuneration (Fixed Fee)  | 250,000                               |
| Office Holders' remuneration (Percentage)   | 231,826                               |
| Office Holders' disbursements   | 3,835                                 |
| Accountancy Fees  | 4,000                                 |
| Legal Fees  | 31,309                                |
| Media & PR  | 2,280                                 |
| Statutory Advertising   | 72                                    |
| Trading Costs   | 190,900                               |
| Ransom Creditors  | 50,000                                |
| <b>Total</b>  | <b>764,222</b>                        |