

The Insolvency Act 1986

**Administrators' progress report**

Name of Company  
Tyler Projects (Halifax) Limited

Company number  
03090990

In the  
High Court of Justice, Chancery Division,  
Leeds District Registry

[full name of court]

Court case number  
400 of 2015

(a) Insert full name(s) and  
address(es) of the  
administrator(s)

I/ We (a) Julian Pitts of Begbies Traynor (Central) LLP, Fourth Floor, Toronto Square, Toronto Street Leeds LS1 2HJ and Nicholas Edward Reed of Begbies Traynor (Central) LLP, Fourth Floor, Toronto Square, Toronto Street, Leeds, LS1 2HJ

administrators of the above company attach a progress report for the period

(b) Insert dates


from

to

(b) 7 April 2016

(b) 6 October 2016

Signed

  
Joint Administrator

Dated

3/11/16

**Contact Details:**

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

Begbies Traynor (Central) LLP	
Fourth Floor, Toronto Square, Toronto Street, Leeds LS1 2HJ	
	Tel Number 0113 244 0044
Fax Number 0113 244 5820	DX Number

If you have completed and signed this form please send it to the Registrar of Companies at  
Companies House, Crown Way, Cardiff, CF14 3UZ

DX 33050 Cardiff



B01

15/11/2016

#54

COMPANIES HOUSE

TUESDAY

The affairs, business and property of the Company are being managed by the joint administrators, who act as the Company's agents and without personal liability

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## **Tyler Projects (Halifax) Limited (In Administration)**

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Progress report

Period: 7 April 2016 to 6 October 2016

## **Important Notice**

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

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# 1. INTERPRETATION

<u>Expression</u>	<u>Meaning</u>
"the Company"	Tyler Projects (Halifax) Limited (In Administration)
"the administration"	The appointment of administrators under Schedule B1 to the Insolvency Act 1986 on 18 May 2015
"the administrators" "we" "our" and "us"	Julian Nigel Richard Pitts of Begbies Traynor (Central) LLP, Fourth Floor, Toronto Square, Toronto Street, Leeds, LS1 2HJ and Nicholas Edward Reed of Begbies Traynor (Central) LLP Fourth Floor, Toronto Square, Toronto Street, Leeds, LS1 2HJ
"the Act"	The Insolvency Act 1986 (as amended)
"the Rules"	The Insolvency Rules 1986 (as amended)
"secured creditor" and "unsecured creditor"	Secured creditor, in relation to a company, means a creditor of the company who holds in respect of his debt a security over property of the company, and "unsecured creditor" is to be read accordingly (Section 248(1)(a) of the Act)
"security"	(i) In relation to England and Wales, any mortgage, charge, lien or other security (Section 248(1)(b)(i) of the Act), and  (ii) In relation to Scotland, any security (whether heritable or moveable), any floating charge and any right of lien or preference and any right of retention (other than a right of compensation or set off) (Section 248(1)(b)(ii) of the Act)
"preferential creditor"	Any creditor of the Company whose claim is preferential within Sections 386, 387 and Schedule 6 to the Insolvency Act 1986

# 2. COMPANY INFORMATION

Trading name	Tyler Projects (Halifax) Limited
Date of Incorporation	14 August 1995
Company registered number	03090990
Company registered office	Toronto Square, Toronto Street, Leeds, LS1 2HJ

# 3. DETAILS OF APPOINTMENT OF ADMINISTRATORS

Date of administrators' appointment	18 May 2015
Court	High Court of Justice, Chancery Division, Leeds District Registry

Court Case Number	400 of 2015
Acts of the administrators	The administrators act as officers of the court and as agents of the Company without personal liability. Any act required or authorised under any enactment to be done by an administrator may be done by any one or more persons holding the office of administrator from time to time.
EC Regulation on Insolvency Proceedings	The EC Regulation on Insolvency Proceedings (Council Regulation (EC) No 1346/2000) applies to these proceedings which are 'main' proceedings' within the meaning of Article 3 of the Regulation.

## 4. PROGRESS DURING THE PERIOD

### Receipts and Payments

Attached at Appendix 1 is our abstract of receipts and payments for the period from 7 April 2016 to 6 October 2016.

**What work has been done in the period of this report, why was that work necessary and what has been the financial benefit (if any) to creditors?**

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

The costs incurred in relation to each heading are set out in the Time Costs Analysis which is attached at Appendix 2. There is an analysis for the period of the report and also an analysis of time spent on the case since the date of our appointment. The details below relate to the work undertaken in the period of the report only. Our previous reports contain details of the work undertaken since our appointment.

#### General case administration and planning

It is necessary for the duly appointed administrators and their staff to carry out regular reviews of the case and monitor how the case is being administered. This includes full case compliance reviews, six monthly reviews, review of the assets realised in the case and still to be realised. This is to ensure that the case is being administered both properly, efficiently and cost effectively. It is our duty to maintain records to demonstrate how the case has been administered and to document our reasoning for any decisions made that may materially affect the case.

We have undertaken case and compliance reviews and spent time complying with internal filing and information recording practices which includes documenting the decisions taken.

#### Compliance with the Insolvency Act, Rules and best practice

There are certain tasks which the joint administrators have a statutory obligation to undertake during the administration. Time has been spent ensuring that the case funds have been appropriately invested and all monies received placed into the correct accounts ensuring the best interest of creditors are protected. In order to comply with our statutory duties time has been spent preparing and sending to creditors and members our progress report.

## **Statutory Advertising**

The total sum of £85 has been paid to Courts Advertising Limited in relation to the costs associated with our statutory advertising requirements

## **Realisation of assets**

### **Property**

As reported in our last progress report, the Company's leasehold property was being marketed for sale by our agents, Eddisons Commercial Limited ("Eddisons"). Following several expressions of interest, two offers were received with one being accepted, following the recommendation of Eddisons. The sale documentation has now been agreed by both parties, Calderdale Council has consented to the sale in accordance with the head lease and the last few queries are currently being dealt with. Therefore, we are hopeful that the sale can complete shortly. We do not propose to disclose the value of the offer as to do so may prejudice the ongoing sale.

Time spent under this heading has also included liaising with Eddisons, the Council and our solicitors, obtaining regular updates in respect of the sale process and providing information to all parties when requested.

### **Bank Interest**

We have received the sum of £16 in respect of bank interest accrued on the monies held in the joint administrators' bank account.

## **Trading**

### **Rental Income**

During the period of this report, we have received rental income in the sum of £6,207. We would advise that further rental monies of £15,079 have been received outside the reporting period and it is therefore not yet reflected in the receipts and payments account. There is the currently £33,000 rental monies outstanding and our management agents, Eddisons Commercial Property Management Limited ("ECPML"), are continuing to collect these.

We have continued to liaise with the current tenants and our solicitors in relation to the lease obligations and lease renewals entered into.

### **Repairs & Maintenance**

We have continued to liaise with ECPML in respect of the management of the property to ensure that the property is in good repair and insurance compliant. This has entailed cleaning both in and outside the property, removal of waste items being stored in the premises, liaising with the West Yorkshire Fire Service and dealing with general maintenance. The costs incurred and paid amount to £6,576.

### **Utilities**

It has been necessary to work with ECPML and the utility providers to ensure that all the utility meters are in working order and repaired where broken to ensure that correct meter readings are being obtained. Following this all utility invoices previously received were credited and new invoices submitted for payment. This has meant that all utility invoices have been paid in this reporting period. The sum of £2,911 has been paid to NPower, £95 to Yorkshire Water and £1,966 to Unicom.

Dealing with all creditors' claims (including employees), correspondence and distributions

The joint administrators and their staff have continued to provide the secured creditor with progress reports and the administration and case strategy as well as progress reports to the unsecured creditors

Other matters which includes meetings, tax, litigation, pensions and travel

The joint administrators and their staff are required to submit tax returns and have instructed accountants to prepare the administration corporation tax returns due. This has included providing the accountants with the relevant information required to assist with the preparation of the return

## 5. ESTIMATED OUTCOME FOR CREDITORS

Details of the sums owed to each class of the Company's creditors were provided in our statement of proposals

On the basis of realisations to date and estimated future realisations we estimate an outcome for each class of the Company's creditors as follows

### **Secured creditor**

We anticipate that the secured creditor will be paid in full following the sale of the property

### **Preferential creditors**

We are not aware of any preferential creditors

### **Prescribed Part for unsecured creditors pursuant to Section 176A of the Act**

Details of how the prescribed part for unsecured creditors is calculated were provided in our statement of proposals and in previous progress reports

### **Unsecured creditors**

Based upon realisations to date and estimated future realisations there will be insufficient funds available to enable a dividend to be paid to the unsecured creditors

### **Effect of administration on limitation periods under the Limitation Act 1980**

As we have previously confirmed, the Limitation Act 1980 continues to apply to all debts due from the Company. Case law indicates that where a company is in administration, time does not stop running for limitation purposes pursuant to the Limitation Act 1980. If you have any concerns in relation to your claim against the Company becoming time-barred during the course of the administration, we strongly recommend that you seek independent legal advice on the options available to you to prevent this.

## 6. REMUNERATION & DISBURSEMENTS

Our remuneration has been fixed by a resolution of creditors passed by correspondence, by reference to the time properly given by us (as administrators) and the various grades of our staff calculated at the prevailing hourly charge out rates of Begbies Traynor (Central) LLP in attending to matters arising in the administration. We are also authorised to draw disbursements for services provided by our firm and/or entities within the Begbies Traynor group, in accordance with our firm's policy, details of which accompanied the Statement of proposals for achieving the purpose of administration and which are attached at Appendix 2 of this report.

The following further information in relation to our time costs and disbursements is set out at Appendix 2

- ☐ Time Costs Analysis for the period 7 April 2016 to 6 October 2016
- ☐ Begbies Traynor (Central) LLP's charging policy

To 6 October 2016, we have not yet drawn any remuneration or disbursements

#### **Time Costs Analysis**

In addition to the time costs information disclosed at Appendix 2 for the period of this report, a cumulative Time Costs Analysis for the period from 18 May 2015 to 6 October 2016 is also attached at Appendix 2

Please note that each analysis provides details of the work undertaken by us and our staff following our appointment only

A copy of 'A Creditors Guide to Administrators' Fees (E&W) 2011' which provides guidance on creditors' rights on how to approve and monitor an Administrator's remuneration and on how the remuneration is set can be obtained online at [www.begbies-traynor.com/creditorsguides](http://www.begbies-traynor.com/creditorsguides). Alternatively, if you require a hard copy of the Guide, please contact our office and we will arrange to send you a copy

## **7. ADMINISTRATORS' EXPENSES**

A statement of the expenses incurred during the period of this progress report is attached at Appendix 3. A cumulative statement of expenses also appears at Appendix 3 which details the expenses incurred since the date of our appointment

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

As detailed in section 4 of this report, an offer has been accepted in respect of the sale of the Property and we are hopeful that the sale can complete shortly. Following this sale, there will be no assets remaining to be realised and we will be in a position to proceed to close the case.

**What work remains to be done, why is this necessary and what financial benefit (if any) will it provide to creditors?**

#### General case administration and planning

It is necessary for me and my staff to carry out regular reviews of the case and how the case has been administered. The level of time spent in relation to this is likely to be similar to the costs incurred during the period of this report.

#### Compliance with the Insolvency Act, Rules and best practice

In order to comply with our statutory duties, time will be spent preparing and sending to creditors and members the next progress report, filing statutory information with the Registrar of Companies and ensuring the case is adequately bonded. This work is a statutory requirement in all administrations and must be completed. We will also prepare and send to the relevant parties our final report and supporting documentation.



### Realisation of assets

As detailed above, a sale of the property should complete imminently however, in the interim we will continue to chase all parties to bring the sale to a conclusion. Following completion of the sale of the property we will liaise with solicitors to deal with the final matters including signing of all the relevant paperwork and receiving the completion monies.

### Trading

In order to complete matters we will liaise with our management agents, ECPML, to ensure reconciliation of all rental monies received and finalise any remaining payments in respect of the utilities and repair and maintenance costs incurred.

### Dealing with all creditors' claims (including employees), correspondence and distributions

We will provide the secured creditors with regular updates in relation to the sale of the property over which they have security and following completion of the sale of the property make a first and final distribution in order to discharge their indebtedness.

Any creditor queries received will be dealt with appropriately.

### Other matters which includes meetings, tax, litigation, pensions and travel

The joint administrators and their staff will continue to liaise with their appointed accountants in respect of the tax returns and any liability that they have accrued during the administration period.

### **How much will this further work cost?**

The cost of this further work will be dependent upon the length of time the remaining live cases are kept open. Based on information currently available to me, I estimate this further work will cost £7,500.

### **Expenses**

We anticipate that expenses incurred in respect of this further work will be minimal.

## **9. OTHER RELEVANT INFORMATION**

### **Report on Directors conduct**

As detailed in our statement of proposals, we have a duty to submit a report to the Department for Business, Energy and Industrial Strategy on the conduct of the directors. We have complied with our duties in this respect.

### **Investigations completed and action taken**

As explained in our Statement of Proposals, we have undertaken an initial assessment of the manner in which the business was conducted prior to the administration of the Company and potential recoveries for the estate in this respect. We can confirm that our investigations in this regard are now complete.

### **Extension of administration**

The administration has been extended for a period of 12 months with the consent of creditors until 17 May 2017.

### **Proposed exit route from administration**

On present information we consider that the Company will have insufficient property to enable a distribution to be made to unsecured creditors. Consequently, as soon as we are satisfied that we have fully discharged our duties as administrators and that the purpose of the administration has been fully achieved, we propose to implement the provisions of Paragraph 84 of Schedule B1 to the Act. Under these provisions, on the registration of a notice sent by us to the Registrar of Companies, our appointment as administrators ceases to have effect, and at the end of three months the Company will automatically be dissolved.

Where an administrator sends such a notice of dissolution to the Registrar of Companies, he must also file a copy of the notice with the court and send a copy to each creditor of the Company, and on application by any interested party the court may suspend or disapply the automatic dissolution of the Company.

## **10. CREDITORS' RIGHTS**

### **Right to request further information**

Pursuant to Rule 2.48A of the Rules, within 21 days of the receipt of this report a secured creditor, or an unsecured creditor with the concurrence of at least 5% in value of the unsecured creditors, including that creditor (or an unsecured creditor with less than 5% in value of the unsecured creditors, but with the permission of the court) may request in writing that we provide further information about our remuneration or expenses (other than pre-administration costs) which have been incurred during the period of this progress report.

### **Right to make an application to court**

Pursuant to Rule 2.109 of the Rules, any secured creditor or an unsecured creditor with the concurrence of at least 10% in value of the unsecured creditors including that creditor (or any unsecured creditors with less than 10% in value of the unsecured creditors, but with the permission of the court) may, within 8 weeks of receipt of this progress report, make an application to court on the grounds that the remuneration charged or the expenses incurred during the period of this progress report are excessive or, the basis fixed for our remuneration is inappropriate.

## **11. CONCLUSION**

We will report again in approximately six months time or at the conclusion of the administration, whichever is the sooner.



**J N R Pitts**  
Joint Administrator

Dated 3 November 2016

# ACCOUNT OF RECEIPTS AND PAYMENTS

Period 7 April 2016 to 6 October 2016

## Joint Administrators' Trading Account

	From 07/04/2016 To 06/10/2016 £	From 18/05/2015 To 06/10/2016 £
<b>POST APPOINTMENT SALES</b>		
Rental income	6,206 67	42,191 57
	<u>6,206 67</u>	<u>42,191 57</u>
<b>TRADING EXPENDITURE</b>		
Rents	NIL	250 00
Utilities	4,972 93	4,972 93
Management Company Fees	NIL	1,700 00
Repairs & Maintenance	6,576 00	6,691 00
Lease Title plans	NIL	1,417 50
Council's Legal Fees	NIL	980 00
	<u>(11,548 93)</u>	<u>(16,011 43)</u>
<b>TRADING SURPLUS/(DEFICIT)</b>	<u><u>(5,342 26)</u></u>	<u><u>26,180 14</u></u>

# Joint Administrators' Summary of Receipts & Payments

	From 07/04/2016 To 06/10/2016 £	From 18/05/2015 To 06/10/2016 £
<b>ASSET REALISATIONS</b>		
Motor Vehicles	NIL	1,842 90
Bank Interest Gross	15 72	16 41
Bank Interest Net of Tax	NIL	8 17
TRADING SURPLUS/(DEFICIT)	(5,342 26)	26,180 14
	<u>(5,326 54)</u>	<u>28,047 62</u>
<b>COST OF REALISATIONS</b>		
Agents/Valuers Fees	NIL	275 00
Statutory Advertising	84 60	169 20
	<u>(84 60)</u>	<u>(444 20)</u>
	<u><u>(5,411 14)</u></u>	<u><u>27,603 42</u></u>
<b>REPRESENTED BY</b>		
Vat Receivable		599 05
Bank 1 Current		26,615 14
Vat Payable		(400 00)
Vat Control Account		789 23
		<u><u>27,603 42</u></u>

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## TIME COSTS AND DISBURSEMENTS

- a Begbies Traynor (Central) LLP's charging policy,
- b Time Costs Analysis for the period from 7 April 2016 to 6 October 2016, and
- c Cumulative Time Costs Analysis for the period from 18 May 2015 to 6 October 2016

## **BEGBIES TRAYNOR CHARGING POLICY**

### **INTRODUCTION**

This note applies where a licensed insolvency practitioner in the firm is acting as an office holder of an insolvent estate and seeks creditor approval to draw remuneration on the basis of the time properly spent in dealing with the case. It also applies where further information is to be provided to creditors regarding the office holder's fees following the passing of a resolution for the office holder to be remunerated on a time cost basis. Best practice guidance<sup>1</sup> requires that such information should be disclosed to those who are responsible for approving remuneration.

In addition, this note applies where creditor approval is sought to make a separate charge by way of expenses or disbursements to recover the cost of facilities provided by the firm. It also applies where payments are to be made to parties other than the firm, but in relation to which the office holder, the firm or any associate has an interest. Best practice guidance<sup>2</sup> indicates that such charges should be disclosed to those who are responsible for approving the office holder's remuneration, together with an explanation of how those charges are calculated.

### **OFFICE HOLDER'S FEES IN RESPECT OF THE ADMINISTRATION OF INSOLVENT ESTATES**

The office holder has overall responsibility for the administration of the estate. He/she will delegate tasks to members of staff. Such delegation assists the office holder as it allows him/her to deal with the more complex aspects of the case and ensures that work is being carried out at the appropriate level. There are various levels of staff that are employed by the office holder and these appear below.

The firm operates a time recording system which allows staff working on the case along with the office holder to allocate their time to the case. The time is recorded at the individual's hourly rate in force at that time which is detailed below.

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

Best practice guidance classifies expenses into two broad categories.

- ❑ *Category 1 disbursements (approval not required)* - specific expenditure that is directly related to the case and referable to an independent external supplier's invoice. All such items are charged to the case as they are incurred.
- ❑ *Category 2 disbursements (approval required)* - items of expenditure that are directly related to the case which include an element of shared or allocated cost and are based on a reasonable method of calculation, but which are not payable to an independent third party.

(A) The following items of expenditure are charged to the case (subject to approval)

- Internal meeting room usage for the purpose of statutory meetings of creditors is charged at the rate of £100 (London £150) per meeting,
- Car mileage is charged at the rate of 45 pence per mile,
- Storage of books and records (when not chargeable as a *Category 1 disbursement*) is charged on the basis that the number of standard archive boxes held in storage for a particular case bears to the total of all archive boxes for all cases in respect of the period for which the storage charge relates,

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<sup>1</sup> Statement of Insolvency Practice 9 (SIP 9) – Remuneration of insolvency office holders in England & Wales

<sup>2</sup> Ibid 1

*Expenses which should be treated as Category 2 disbursements (approval required)* – in addition to the two categories referred to above, best practice guidance indicates that where payments are to be made to outside parties in which the office holder or his firm or any associate has an interest, these should be treated as Category 2 disbursements

***Services provided by other entities within the Begbies Traynor group***

The following items of expenditure which relate to services provided by entities within the Begbies Traynor group, of which the office holder's firm is a member, are also to be charged to the case (subject to approval)

Instruction of Eddisons Commercial Limited to provide valuation advice in relation to the Company's plant and machinery and to provide assistance in the disposal of part of the Company's business. Their charges will be calculated on a time costs basis at the prevailing hourly rates for their various grades of staff which are currently as follows

<b>Grade of staff</b>	<b>Charge-out rate (£ per hour)</b>
Director	£275
Associate	£180
Surveyor	£120
Graduate	£100
Administration	£80
Porters	£35

In addition to the services detailed above, it may become necessary to instruct Eddisons Commercial Limited to provide additional services, not currently anticipated, during the course of the case. In such circumstances and to avoid the costs associated with seeking further approval, the charges for such services will be calculated on a time costs basis at the prevailing hourly rates set out above.

Instruction of Eddisons Insurance Services Limited to provide insurance broking services and specifically open cover insurance for the insurable risks relating to the case. The cost of open cover insurance will vary during the course of the case depending upon the value of the assets and liability risks. The costs of insurance cover for will be dependent upon prevailing insurance market conditions and the ongoing insurable risks on the case. Eddisons Insurance Services Limited is not paid from the assets of the estate for the services it provides. In accordance with standard insurance industry practice, Eddisons Insurance Services Limited will receive payment of commission for the services it provides directly from the open cover insurer. The commission is calculated as a percentage of the insurance premiums payable and such percentage will depend upon the class or classes of assets being insured.

(B) The following items of expenditure will normally be treated as general office overheads and will not be charged to the case although a charge may be made where the precise cost to the case can be determined because the item satisfies the test of a *Category 1 disbursement*

- Telephone and facsimile
- Printing and photocopying
- Stationery

**Additional payments received by Eddisons Commercial Limited from purchasers where assets are disposed of by way of auction**

In addition to the charges of Eddisons Commercial Limited detailed above for providing the services to the office holder, where any machinery and business assets (other than freehold/leasehold property) are disposed of by way of auction, Eddisons Commercial Limited will also receive a payment from the purchaser, known as a buyer's premium, equivalent to 15% of the successful bid. Where any freehold/leasehold property is disposed of by way of auction, Eddisons Commercial Limited will also receive a payment from the purchaser, known as a buyer's administration fee, in the sum of £600. It is standard auction industry practice for a buyer's premium and buyer's administration fee to be charged. The buyer's premium and buyer's administration fee is paid by the purchaser of the assets and is not paid by the office holder from the assets of the estate.

**BEGBIES TRAYNOR CHARGE-OUT RATES**

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

Grade of staff	Charge-out rate (£ per hour)
	1 May 2011 – until further notice
Partner	395
Director	345
Senior Manager	310
Manager	265
Assistant Manager	205
Senior Administrator	175
Administrator	135
Trainee Administrator	110
Support	110

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

Time is recorded in 6 minute units.



Staff Grade	Consultant/Partner	Director	Sr Mgr	Mngr	Asst Mgr	Sr Admin	Admin	Jr Admin	Support	Total Hours	Time Cost £	Average Hourly rate £
General Case Administration and Planning	Case planning			2.2						2.2	583.00	265.00
	Administration			2.2			3.1		0.5	5.8	1,056.50	182.16
	Total for General Case Administration and planning			4.4			3.1		0.5	8.0	1,839.50	204.94
	Appointment											0.00
Compliance with the Insolvency Act, Rules and best practice	Banking and Bonding	0.6					3.0	0.1	2.8	6.5	961.00	147.85
	Case Closure											0.00
	Statutory reporting and statement of affairs	1.5					2.5			4.0	930.00	232.50
	Total for Compliance with the Insolvency Act, Rules and best practice	2.1					5.5	0.1	2.8	10.5	1,891.00	180.10
Investigations	CDDA and investigations											0.00
	Total for investigations											0.00
Realisation of assets	Debt collection						1.6			1.6	216.00	135.00
	Property business and asset sales	7.5		13.6						21.3	6,619.50	310.77
	Retention of Third/Third party assets											0.00
	Total for Realisation of assets	7.5		13.6			1.6			22.8	6,835.50	298.49
Trading	Trading			9.4						9.4	2,491.00	265.00
	Total for Trading			9.4						9.4	2,491.00	265.00
Dealing with all creditors claims (including employees), correspondence and distributions	Secured			0.8						0.8	212.00	265.00
	Others											0.00
	Creditors committee											0.00
	Total for Dealing with all creditors claims (including employees), correspondence and distributions			0.8						0.8	212.00	265.00
Other matters which includes meetings, tax litigation pensions and travel	Meetings			0.3						0.3	79.50	265.00
	Other											0.00
	Tax			0.3			0.2		0.3	0.8	139.50	174.38
	Litigation											0.00
	Total for Other matters			0.6			0.2		0.3	1.1	219.00	199.09
	Total hours by staff grade	9.6		29.0			16.4	0.1	3.6	52.7		
	Total time cost by staff grade	3,792.00		7,825.00			1,404.00	11.00	396.00		13,228.00	
	Average hourly rate £	395.00	0.00	265.00	0.00	0.00	135.00	110.00	110.00			252.14
	Total fees drawn to date £										0.00	

Staff Grade	Consultant/Partner	Director	Sr Mgr	Mgr	Asst Mgr	Sr Admin	Admin	Jr Admin	Support	Total Hours	Time Cost £	Average hourly rate £
General Case Administration and Planning	20			22			0.5			4.7	1 440.50	306.49
Administration	0.2			15.5			7.3		4.1	27.1	5 623.00	207.49
Total for General Case Administration and Planning	2.2			17.7			7.8		4.1	31.8	7 063.50	222.12
Compliance with the Insolvency Act, Rules and best practice	0.5			3.9				8.7		13.1	2 188.00	167.02
Appointment												
Banking and Bonding	1.3						4.3	0.1	3.9	9.6	1 534.00	159.79
Case Closure												0.00
Statutory reporting and statement of affairs	4.0	1.4		21.2			2.5			29.1	8 016.50	275.55
Total for Compliance with the Insolvency Act, Rules and best practice	5.8	1.4		25.1			9.8	8.8	3.9	58.8	11 740.50	228.85
Investigations	1.5			7.5						9.0	2 590.00	288.67
GDCA and investigations												
Total for Investigations	1.5			7.5						9.0	2 590.00	288.67
Realisation of assets							1.6			1.6	216.00	135.00
Debt collection												
Property business and asset sales	32.5			57.2			0.3	0.6		90.6	28 102.00	310.18
Retention of Title/Third party assets												0.00
Total for Realisation of assets	32.5			57.2			1.9	0.6		92.2	28 318.00	307.14
Trading				22.2						22.2	5 683.00	255.00
Total for Trading				22.2						22.2	5 683.00	255.00
Dealing with all creditors claims (including employees) correspondence and distributions	2.0			12.0						14.0	3 970.00	283.57
Secured												
Others				1.8			3.0			4.8	882.00	183.75
Creditors committee								0.6		0.6	88.00	110.00
Total for Dealing with all creditors claims (including employees), correspondence and distributions	2.0			13.8			3.0	0.6		19.6	4 940.00	252.04
Meetings				2.6						2.6	742.00	285.00
Other				0.1						0.1	28.50	285.00
Tax	1.2			0.3			0.4		0.3	2.2	640.50	291.14
Litigation												0.00
Total for Other matters	1.2			3.2			0.4		0.3	5.1	1 409.00	278.27
Total hours by staff grade	45.2	1.4		148.7			19.9	10.2	8.3	231.7		
Total time cost by staff grade	17 854.00	463.00		38 875.50			2 656.50	1 122.00	913.00		61 934.00	
Average hourly rate £	395.00	345.00	0.00	265.00	0.00	0.00	135.00	110.00	110.00			267.30
Total fees drawn to date £											0.00	

# STATEMENT OF ADMINISTRATORS' EXPENSES

Type of expense	Name of party with whom expense incurred	Amount incurred £	Amount discharged £	Balance (to be discharged) £
Expenses incurred with entries <b>not</b> within the Begbies Traynor Group				
Council's Legal Fees	Claron Solicitors (Calderdale Council)	525 80	Nil	525 80
Legal Fees	Claron Solicitors	3,000	Nil	3,000
Repairs & Maintenance	Alton Cleaning Services	1,594 25	1,594 25	Nil
	GLM Services	487 00	487 00	Nil
	TroYfmss	702 77	702 77	Nil
	Northstar Estates Ltd	660 00	660 00	Nil
	Completion Fire Solutions	3,111 83	3,111 83	Nil
	Metro Safety	520 18	520 18	Nil
Statutory Advertising	Courts Advertising	84 60	84 60	Nil
Expenses incurred with entities within the Begbies Traynor Group ( <i>for further details see Begbies Traynor Charging Policy</i> )				
Management Agents Fees	Eddisons Commercial Property Management Limited	8,000	Nil	8,000

## CUMULATIVE STATEMENT OF EXPENSES

Type of expense	Name of party with whom expense incurred	Amount incurred £
Statutory Advertising	Courts Advertising	169 20
Leasehold Rent	Calderdale Council	500 00
Repairs & Maintenance	SGC Technologies	7,191 03
Legal Fees	Clarion Solicitors	4,516 50
Legal Disbursements	Clarion Solicitors	60 00
Expenses incurred with entities within the Begbies Traynor Group ( <i>for further details see Begbies Traynor Charging Policy</i> )		
Management Agents Fees	Eddisons Commercial Property Management Limited	9,700 00
Agents Fees (Lease title plans)	Eddisons Commercial Limited	1,417 50