

LIQ03

Notice of progress report in voluntary winding up



Companies House

For further information, please
refer to our guidance at
www.gov.uk/companieshouse

1 Company details

Company number 0 4 4 2 3 4 2 8

Company name in full Domiciliary Care Services Ltd

→ Filling in this form

Please complete in typescript or in
bold black capitals.

2 Liquidator's name

Full forename(s) Craig James

Surname Povey

3 Liquidator's address

Building name/number 8th Floor

Street One Temple Row

Post town Birmingham

County/Region

Postcode B 2 5 L G

Country

4 Liquidator's name ①

Full forename(s) Richard

Surname Toone

① Other liquidator

Use this section to tell us about
another liquidator.

5 Liquidator's address ②

Building name/number 31st Floor

Street 40 Bank Street

Post town London

County/Region

Postcode E 1 4 5 N R


Country

② Other liquidator

Use this section to tell us about
another liquidator.

LIQ03

Notice of progress report in voluntary winding up

6	Period of progress report											
From date	^d 0	^d 3	^m 0	^m 5	^y 2	^y 0	^y 2	^y 0				
To date	^d 0	^d 2	^m 0	^m 5	^y 2	^y 0	^y 2	^y 1				
7	Progress report											
<input checked="" type="checkbox"/> The progress report is attached												
8	Sign and date											
Liquidator's signature	<div>Signature</div> <div>X </div>								X			
Signature date	^d 2	^d 3	^m 0	^m 6	^y 2	^y 0	^y 2	^y 1				

LIQ03

Notice of progress report in voluntary winding up



Presenter information

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

Contact name **Craig Povey**

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

Address **5 Prospect House, Meridians Cross
Ocean Way**

Post town **Southampton**

County/Region

Postcode **S O 1 4 3 T J**

Country

DX

Telephone **023 8033 5888**



Checklist

We may return forms completed incorrectly or with information missing.

Please make sure you have remembered the following:

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



Important information

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



Where to send

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

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



Further information

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

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

Domiciliary Care Services Ltd
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments

Statement of Affairs £		From 03/05/2020 To 02/05/2021 £	From 03/05/2018 To 02/05/2021 £
	SECURED CREDITORS		
(7,500.00)	Natwest Bank	NIL	NIL
		NIL	NIL
	ASSET REALISATIONS		
3,611.83	Book Debts	NIL	4,200.15
		NIL	4,200.15
	COST OF REALISATIONS		
	Bank Charges	NIL	9.84
	Irrecoverable VAT	NIL	650.00
	Office Holders Fees	NIL	3,250.00
		NIL	(3,909.84)
	PREFERENTIAL CREDITORS		
(12,000.00)	Employee Arrears/Hol Pay	NIL	NIL
		NIL	NIL
	FLOATING CHARGE CREDITORS		
(7,500.00)	Floating Charge Creditor	NIL	NIL
		NIL	NIL
	UNSECURED CREDITORS		
Uncertain	Employees	NIL	NIL
Uncertain	HM Revenue & Customs - CT	NIL	NIL
Uncertain	HM Revenue & Customs - PAYE/NIC	NIL	NIL
Uncertain	HM Revenue & Customs - VAT	NIL	NIL
(12,538.87)	Trade & Expense Creditors	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(1.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(35,928.04)		NIL	290.31
	REPRESENTED BY		
	Pre-Appointment Account		290.31
			290.31

Note:

Domiciliary Care Services Ltd (In
Creditors' Voluntary Liquidation)

Progress report

Period: 3 May 2020 to 2 May 2021

Important Notice

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

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1. INTERPRETATION

<u>Expression</u>	<u>Meaning</u>
"the Company"	Domiciliary Care Services Ltd (In Creditors' Voluntary Liquidation)
"the liquidation"	The appointment of liquidators on 3 May 2018
"the liquidators", "we", "our" and "us"	Craig Povey of Begbies Traynor (Central) LLP (formerley CVR Global LLP), 8 th Floor, Temple Point, 1 Temple Row, Birmingham, B2 5LG and Richard Toone of Begbies Traynor (London) LLP (formerley CVR Global LLP) , 31st Floor, 40 Bank Street, London, E14 5NR
"the Act"	The Insolvency Act 1986 (as amended)
"the Rules"	The Insolvency (England and Wales) Rules 2016
"secured creditor" and "unsecured creditor"	Secured creditor, in relation to a company, means a creditor of the company who holds in respect of his debt a security over property of the company, and "unsecured creditor" is to be read accordingly (Section 248(1)(a) of the Act)
"security"	(i) In relation to England and Wales, any mortgage, charge, lien or other security (Section 248(1)(b)(i) of the Act); and (ii) In relation to Scotland, any security (whether heritable or moveable), any floating charge and any right of lien or preference and any right of retention (other than a right of compensation or set off) (Section 248(1)(b)(ii) of the Act)
"preferential creditor"	Any creditor of the Company whose claim is preferential within Sections 386, 387 and Schedule 6 to the Act

2. COMPANY INFORMATION

Trading name(s):	N/A
Company registered number:	04423428
Company registered office:	8 th Floor, Temple Point, 1 Temple Row, Birmingham, B2 5LG
Former trading address:	Craven House, 32 Lee Lane, Horwich, Bolton, BL6 7BY

3. DETAILS OF APPOINTMENT OF LIQUIDATORS

Date winding up commenced:	3 May 2018
Date of liquidators' appointment:	3 May 2018

Changes in liquidator (if any): None

Please note that with effect from 16 January 2021, CVR Global LLP (being the insolvency practice from which Craig Povey, Richard Toone and members of their team provide their services as licensed insolvency practitioners), became part of Begbies Traynor's corporate recovery and insolvency practice. Further information in relation to Begbies Traynor and the Begbies Traynor Group can be accessed at: <http://www.begbies-traynorgroup.com>.

CVR Global LLP will trade as 'Begbies Traynor' with effect from 16 January 2021 and will continue to operate from CVR Global LLP's existing offices.

CVR Global LLP becoming part of Begbies Traynor will not affect the ongoing administration of the liquidation of the Company which will continue to be dealt with by the existing members of the CVR Global LLP Team, with support from Begbies Traynor's personnel based elsewhere where required.

4. PROGRESS DURING THE PERIOD

Receipts and Payments

Attached at Appendix 1 is our abstract of receipts and payments for the period from 3 May 2020 to 2 May 2021.

There have been no receipts and payments during the reporting period.

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.begbies-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.

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 costs are not split out per heading, as our remuneration is currently based on a fixed sum.

The details below relate to the work undertaken in the period of this report only. Our previous reports contain details of the work undertaken since our appointment.

General case administration and planning

The time recorded under this category included:

- Filing of documents to meet statutory requirements
- Undertaking periodic file reviews
- Periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards
- Maintenance of statutory and case progression task lists/diaries
- Updating checklists
- Bank account reconciliations
- Maintenance of the estate cash book
- Discussions regarding strategies to be pursued
- Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case

The Joint Liquidators are required to maintain records to demonstrate how decisions have been made and how work has been done. Although this is not of financial benefit to the creditors, this work is necessary to demonstrate how the case has been conducted

Realisation of assets

The time recorded under this category included:

- Provide the Trustees in bankruptcy with the Joint Liquidators' proof of debt form, in respect of the balance due under the overdrawn director's loan account
- Liaise with the Trustees' office regarding the prospective of any dividend from the director's bankruptcy estate

It can be noted in previous reports, that the Joint Liquidators were made aware that the director had entered bankruptcy. The Joint Liquidators continue to make enquiries with the Trustees' in bankruptcy. However, any recovery of funds from the bankruptcy is considered remote and therefore, the Joint Liquidators have considered it may not be economical for the Liquidation to remain open.

Creditors may wish to note the proposed assignment of the overdrawn director's loan account, further details can be found later in this report. However, any recovery from this source is considered to be very remote and in any event, significantly less than the outstanding fees in this matter and therefore no interests would be prejudiced by this proposed assignment.

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

The time recorded under this category included:

- Receive and follow up creditor enquiries
- Review and prepare correspondence to creditors and their representatives via email and post
- Prepare and issue letters and notice to Pension scheme, Pension Protection Fund and Pension Regulator
- Correspond with Redundancy Payments Office regarding employee claims
- Prepare annual progress report, investigation, meeting and general report to creditors
- Convene decision procedure and preparation of decision notices, proxies/ voting forms
- Prepare correspondence to potential creditors inviting submission of POD

Irrespective of whether sufficient realisations are achieved to pay a dividend to creditors, the Joint Liquidators have had to carry out key tasks which are detailed in the attached appendices.

Case Specific Matters

Time recorded under this category included:

- Prepare and issue post appointment corporation tax returns

This work is required to progress the administration of the Liquidation.

5. ESTIMATED OUTCOME FOR CREDITORS

The sums owed to creditors at the date of appointment were included in the director's statement of affairs a copy of which can be obtained from Companies House. Creditors details, including the estimated outcome for creditors, can be found below:

Secured creditor

The Company had granted the following security:

Type of charge	Date created	Beneficiary
Fixed and Floating Charge	24 April 2013	National Westminster Bank PLC

The debt due to National Westminster Bank PLC ("NWB PLC") at the date of appointment was made up of various loans and overdrafts, the total quantum of which was approximately £7,500 excluding charges and accruing interest. A claim of £7,537 was received from NWB PLC in a previous reporting period.

To date, there have been insufficient funds to enable a dividend distribution to the secured creditor and the position remains the same.

Preferential creditors

Employee claims

15 employees were made redundant prior to my appointment. The relevant information for employees to submit claims to the Redundancy Payments Office was provided, to enable employees to submit their claims online.

In accordance with the statement of affairs employees were shown to be owed £12,000. Employee claims totalling £1,929.71 were received.

During the reporting period, enquiries were made with the Redundancy Payments Office ("RPO") to determine whether any further information was required by the Joint Liquidators. The RPO confirmed that the case was approved, and payments were made to the claimants.

Unsecured creditors

In accordance with previous reports, a claim of £65,487.21 was received from HM Revenue & Customs ("HMRC").

Amounts owing to trade and expense creditors totalled £12,539 according to the statement of affairs. To date, claims totalling £4,158 have been received.

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

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

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

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

- ❑ the net property is less than £10,000 and the liquidator thinks that the cost of distributing the prescribed part would be disproportionate to the benefit; (Section 176A(3)) or
- ❑ the liquidator applies to the court for an order on the grounds that the cost of distributing the prescribed part would be disproportionate to the benefit and the court orders that the provision shall not apply (Section 176A(5)).

The Company granted a fixed and floating charge to National Westminster Bank PLC on 24 April 2013. Based on present information, the Joint Liquidators estimate that there will be insufficient realisations to discharge in full all costs and preferential claims. Therefore, there will be no net property from which to deduct a prescribed part.

Dividend prospects

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

6. REMUNERATION & EXPENSES

Pre-Appointment Costs

Fixed fee agreed with the Directors and ratified by members and creditors

The creditors authorised the fee of £5,000 plus VAT for assisting the directors in placing the company into liquidation and with preparing the statement of affairs on 3 May 2018.

A payment of £1,000 (inclusive of VAT) towards the fee was made prior to the Liquidation by the Director and the balance of £4,000 plus VAT remains outstanding.

Remuneration

The basis of our remuneration was approved by creditors on 3 May 2018 in accordance with the following:

- *That the basis of the Joint Liquidators' fees be on a fixed fee basis of £5,000.*
- That the Joint Liquidators be authorised to draw Category 2 disbursements.

Our time costs for the period from 3 May 2020 to 2 May 2021 amount to £5,996 which represents 37 hours at an average rate of £164 hour.

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

- ❑ CVR Global LLP's charging policy
- ❑ Begbies Traynor (Central) LLP's charging policy
- ❑ Time Costs Analysis for the period 3 May 2020 to 2 May 2021
- ❑ Cumulative Time Costs Analysis for the period 3 May 2018 to 2 May 2021

To 2 May 2021, we have received a total of £3,250 plus VAT on account of our remuneration, in accordance with the approved fee resolution.

Time Costs Analysis

The Time Costs Analysis for the period of this report attached at Appendix 2 shows the time spent by each grade of staff on the different types of work involved in the case, and gives the total costs and average hourly rate

charged for each work type. An additional analysis is also attached which details the time costs for the entire period for which we have administered the liquidation.

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

It can be noted in the Time Costs Analysis that the approved fixed fee of £5,000 is no longer reflective of the work undertaken to date, together with the work that remains to complete the liquidation. The main reason for this is due to the time spent in dealing with the director's overdrawn loan account which has been in excess of that originally anticipated. Given that the value of the director's loan account is material, the Joint Liquidators have considered it necessary to pursue this matter and make the relevant enquiries with the Trustees of the director's bankruptcy. The Joint Liquidators' ongoing enquiries with the Trustees, to determine whether a dividend is likely from the bankruptcy have led to an increased number of statutory duties, these have included reporting and filing being necessary and as a result increasing cost.

In view of the matters set out above, the Joint Liquidators are seeking creditors' approval to change the basis of the fee approval to a time cost resolution.

Creditors may wish to consider that given the additional work undertaken, which overall will be over and above that originally anticipated, it is considered appropriate to change the fee basis to a time cost resolution. A fee estimate is enclosed with this report which shows that the Joint Liquidators' anticipate their total time costs in dealing with this matter to be £21,470.50. An expenses estimate is also provided in the attached appendices to support the time costs estimate.

Whilst any distribution from the director's bankruptcy estate is considered remote, the Joint Liquidators do not expect any recovery to be in excess of the costs incurred. However, it should be noted that if this were to be the case, the Joint Liquidators would consider reinstating the Company to pay the funds in and deal with any distribution to creditors.

To avoid incurring any further costs the Joint Liquidators are also seeking creditors' approval to assign the balance of £35,545 due to the Company, in respect of an overdrawn director's loan account to Begbies Traynor (Central) LLP in lieu of outstanding fees, following which they will proceed to prepare the Liquidation for closure.

The original category 2 disbursements resolution will continue to be applied, as approved by creditors on 3 May 2018.

The decisions proposed to creditors will be sent to creditors under separate cover.

Why have subcontractors been used?

No subcontractors have been used throughout this period.

Disbursements

To 2 May 2021, we have drawn disbursements in the sum of £10.

Category 2 Expenses

In accordance with the resolution obtained in relation to expenses, the following Category 2 expenses have been charged to the case since the date of our appointment:

Other amounts paid or payable to the office holder's firm	
Type and purpose	Amount £

Stationary & Postage	39
Total	39

A copy of 'A Creditors' Guide to Liquidators Fees (E&W) 2021' which provides guidance on creditors' rights on how to approve and monitor a Liquidator's remuneration and on how the remuneration is set can be obtained online at www.begbies-traynor.com/creditorsguides. Alternatively, if you require a hard copy of the Guide, please contact our office and we will arrange to send you a copy.

7. JOINT LIQUIDATORS' EXPENSES

Statements of the expenses incurred during the reporting period and cumulatively since the date of our appointment are attached at Appendix 3. An expenses estimate is also provided at Appendix 2.

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

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

The time to be recorded under this category will primarily relate to:

- Filing of documents
- Undertaking periodic file reviews
- Periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards
- Maintenance of statutory and case progression task lists/diaries
- Updating checklists
- Bank account reconciliations
- Maintenance of the estate cash book
- Discussions regarding strategies to be pursued
- Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case
- Dealing with company books and records

As stated above, the Joint Liquidators are required to maintain records to demonstrate how decisions have been made and how work has been done. Although this is not of financial benefit to the creditors, this work is necessary to demonstrate how the case has been conducted.

Realisation of assets

The time to be recorded under this category will primarily relate to:

- Liaise with the Trustees' office regarding the prospective of any dividend from the director's bankruptcy estate

As detailed earlier in this report, the Joint Liquidators will continue to monitor any dividend distribution being made by the Trustees in Bankruptcy. Subject to creditors approval; the sum due will be assigned to Begbies Traynor (Central) LLP in respect of the outstanding fees and costs of the Liquidation.

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

The time to be recorded under this category will primarily relate to:

- Receive and follow up creditor enquiries
- Review and prepare correspondence to creditors and their representatives via email and post
- Collate and examine proofs and proxies/ votes to establish decisions
- Issue notice of result of decision process
- Prepare final report and account of Liquidation for closure of case

The Joint Liquidators will continue to receive creditor claims throughout the duration of the Liquidation as well as answer any creditor queries.

Case Specific Matters

The time to be recorded under this category will primarily relate to:

- Complete of post appointment corporation tax returns
- Seek tax from HM Revenue & Customs with regards to the closure of the liquidation.

The Joint Liquidators will continue to liaise with HM Revenue and Customs with regards to the Company's corporation tax matters.

9. PROPOSED DECISIONS

The Joint Liquidators are seeking creditors' approval of the proposed decisions by means of a vote by correspondence and details will be sent to creditors under separate cover.

10. OTHER RELEVANT INFORMATION

Connected party transactions

We have not been made aware of any sales of the Company's assets to connected parties.

Use of personal information

Please note that in the course of discharging our statutory duties as liquidators, we may need to access and use personal data, being information from which a living person can be identified. Where this is necessary, we are required to comply with data protection legislation. If you are an individual and you would like further information about your rights in relation to our use of your personal data, you can access the same at <https://www.begbies-traynorgroup.com/privacy-notice>. If you require a hard copy of the information, please do not hesitate to contact us.

11. CREDITORS' RIGHTS

Right to request further information

Pursuant to Rule 18.9 of the Rules, within 21 days of the receipt of this report a secured creditor, or an unsecured creditor with the concurrence of at least 5% in value of the unsecured creditors, including that creditor, (or an

unsecured creditor with less than 5% in value of the unsecured creditors, but with the permission of the court) may request in writing that we provide further information about our remuneration or expenses which have been incurred during the period of this progress report.

Right to make an application to court

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

12. CONCLUSION

The administration of the case will be continuing to finalise the outstanding matters as detailed earlier in this report.



C J POVEY
Joint Liquidator

Dated: 29 June 2021

ACCOUNT OF RECEIPTS AND PAYMENTS

Period: 3 May 2020 to 2 May 2021

Domiciliary Care Services Ltd (In Liquidation) Joint Liquidators' Summary of Receipts & Payments

Statement of Affairs £		From 03/05/2020 To 02/05/2021 £	From 03/05/2018 To 02/05/2021 £
	SECURED CREDITORS		
(7,500.00)	Natwest Bank	NIL	NIL
		NIL	NIL
	ASSET REALISATIONS		
3,611.83	Book Debts	NIL	4,200.15
		NIL	4,200.15
	COST OF REALISATIONS		
	Bank Charges	NIL	9.84
	Irrecoverable VAT	NIL	650.00
	Office Holders Fees	NIL	3,250.00
		NIL	(3,909.84)
	PREFERENTIAL CREDITORS		
(12,000.00)	Employee Arrears/Hol Pay	NIL	NIL
		NIL	NIL
	FLOATING CHARGE CREDITORS		
(7,500.00)	Floating Charge Creditor	NIL	NIL
		NIL	NIL
	UNSECURED CREDITORS		
Uncertain	Employees	NIL	NIL
Uncertain	HM Revenue & Customs - CT	NIL	NIL
Uncertain	HM Revenue & Customs - PAYE/NIC	NIL	NIL
Uncertain	HM Revenue & Customs - VAT	NIL	NIL
(12,538.87)	Trade & Expense Creditors	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(1.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(35,928.04)		NIL	290.31
	REPRESENTED BY		
	Pre-Appointment Account		290.31
			290.31

TIME COSTS AND DISBURSEMENTS

- a. CVR Global's charging policy;
- b. Begbies Traynor (Central) LLP's charging policy;
- c. Time Costs Analysis for the period from 3 May 2020 to 2 May 2021;
- d. Cumulative Time Costs Analysis for the period from 3 May 2018 to 2 May 2021;
- e. Estimate of the fees and expenses estimate that the Joint Liquidators' will incur

Current Charge-out Rates for the firm

Time charging policy

Charge-out rates are normally reviewed annually when rates are adjusted to reflect such matters as inflation; increases in direct wage costs; and changes to indirect costs such as Professional Indemnity Insurance. It is the firm's policy for the cashier's time spent on an assignment to be charged to the case. However, secretarial and office admin support time is charged only in respect of identifiable blocks of time devoted to the case where we consider it to be viable to do so. All time is recorded in 6 minute units.

Staff	Charge out rates £
Insolvency Practitioner/Partners	390-495
Consultants	390-495
Directors	360-390
Associate Directors	330-360
Managers	300-330
Assistant Manager	290-310
Senior Executive	240-275
Executive	155-190
Cashier	135-185
Secretarial/Admin/Analyst	90-125

Direct expenses ("Category 1 Disbursements")

Category 1 disbursements as defined by SIP 9, which can be specifically identified as relating to the administration of the case, will be charged to the estate at cost, with no uplift. These include but are not limited to such items as advertising our appointment, meetings and requesting claims from creditors, storage in relation to the books and records of the company or individuals and the assignment records, online reporting facilities in relation to the uploading of documents and reports for creditors, bonding and other insurance premiums to protect the estate and its assets, and properly reimbursed expenses incurred by personnel in connection with the case.

Indirect expenses ("Category 2 Disbursements")

It is our normal practice to also charge the following indirect disbursements ("Category 2 Disbursements as defined by SIP 9) to the case, where appropriate:

Circulars to creditors:

Plain/headed paper including photocopying	12p per side
Envelopes	12p each
Postage	Actual cost

Room Hire

For the convenience of creditors and to save the cost of booking an outside hotel room, meetings of creditors are occasionally held internally at our offices. Where meetings of creditors are held in one of our internal meeting rooms, a charge of £100 plus VAT may be levied to cover the cost of booking the room.

Travel

Mileage incurred as a result of any necessary travelling is charged to the estate at the H M Revenue & Customs approved rate, currently 45p per mile.

All of the above costs are subject to amendment by the firm at any time and if amended will be notified to creditors with the next circular sent to all creditors.

Company Searches & Electronic Verification of Identity

Included in expense and/or disbursements, Company Searches and electronic Verification of Identity include an element of shared costs. Such expenses are of an incidental nature but are generally incurred on each case. In line with the cost of the external provision of such services, a charge of £15 plus VAT is levied to cover the cost of these searches.

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 Southampton office from which the appointment will primarily be administered, as at the date of this report, are as follows:

Grade of staff	Charge-out rate (£ per hour) 18 March 2019 – until further notice
Partner	495
Director	445
Senior Manager	395
Manager	345
Assistant Manager	250
Senior Administrator	225
Administrator	175
Junior Administrator	140
Support	140

In addition, where it is considered to be appropriate to do so, work may also be undertaken by members of staff based in our London office. The rates applying for such members of staff, as at the date of this report, are as follows:

Grade of staff	Charge-out rate (£ per hour) 18 March 2019 – until further notice
Consultant/Partner	645
Director	515
Senior Manager	440
Manager	410
Assistant Manager	315
Senior Administrator	290
Administrator	220
Trainee Administrator	160
Support	160

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.

Time costs analysis for the period 3 May 2020 to 2 May 2021

SIP9 DOMICILIARY CARE SERVICES LTD - Creditors Voluntary Liquidation - LDOMI65858.CVL : Time Costs Analysis From 03/05/2020 To 02/05/2021

Staff Grade		Consultant/Partner	Director	Staff Mgr	Mgr	Asst Mgr	Staff Admin	Admin	Jr Admin	Support	Total Hours	Time Cost £	Average hourly rate £
General Case Administration and Planning	Case planning	1.1	0.3		1.0			19.7	0.7	0.8	23.6	3,962.00	167.80
	Administration												0.00
	Total for General Case Administration and Planning:	1.1	0.3		1.0			19.7	0.7	0.8	23.6	3,960.00	167.80
Compliance with the Insolvency Act, Rules and best practice	Aspirantment												0.00
	Banking and Bonding								0.7	0.3	1.0	118.50	118.50
	Case Closure												0.00
	Statutory reporting and statement of affairs		1.4						3.7	0.4	5.5	845.00	160.91
	Total for Compliance with the Insolvency Act, Rules and best practice:		1.4						4.4	0.7	6.5	1,003.50	154.38
Investigations	ODAs and investigations												0.00
	Total for investigations:												0.00
Realisation of assets	Debt collection				0.1						0.1	33.00	330.00
	Property, business and asset sales	0.1						0.1			0.2	54.50	272.50
	Retention of Title-Third party assets												0.00
	Total for Realisation of assets:	0.1			0.1			0.1			0.3	87.50	291.67
Trading	Trading												0.00
	Total for Trading:												0.00
Dealing with all creditors claims (including employees), correspondence and distributions	Declared							0.3			0.3	46.50	155.00
	Others					0.2		3.4	0.2		3.9	631.50	139.87
	Creditors committee												0.00
	Total for Dealing with all creditors claims (including employees), correspondence and distributions:					0.2		3.7	0.2		4.1	578.00	140.98
Other matters which includes seeking decisions of creditors, meetings, tax, litigation, pensions and travel	Seeking decisions of creditors												0.00
	Meetings												0.00
	Other	0.1			0.1			1.9			2.1	366.50	174.52
	Tax												0.00
	Litigation												0.00
	Total for Other matters:	0.1			0.1			1.9			2.1	366.50	174.52
	Total hours by staff grade:	1.3	1.7		1.2	0.2		25.4	5.3	1.5	36.6		
	Total time cost by staff grade:	507.00	612.00		387.00	58.00		3,755.00	477.00	198.50		8,995.50	
	Average hourly rate £:	330.00	360.00	0.00	322.50	290.00	0.00	147.63	90.00	133.00			163.61
	Total fees drawn to date £:											3,250.00	

Cumulative time costs analysis for the period 3 May 2018 to 2 May 2021

SIP9 DOMICILIARY CARE SERVICES LTD - Creditors Voluntary Liquidation - LDOMI65858.CVL : Time Costs Analysis From 03/05/2018 To 02/05/2021

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THE JOINT LIQUIDATORS' ESTIMATE OF THE FEES THAT THEY WILL INCUR

Further to the information set out in the report, the Joint Liquidators are seeking approval from creditors to their previously approved remuneration.

Set out below are the categories with details of the work undertaken since the Liquidators appointment, together with the work they anticipate being required for closure of the Liquidation.

Please note that blended hourly rates have been used which take account of the various levels of staff that are likely to undertake each area of work. These can be seen in the average hourly rate column. Details of the hourly rates that will be charged for each level of staff working on the case form part of this appendix.

Details of the work that the liquidators and their staff propose to undertake	Hours	Time cost £	Average hourly rate £
General case administration and planning	49.60	10,230.00	206.25
Compliance with the Insolvency Act, Rules and best practice	18.70	3,651.00	195.24
Investigations	7.40	1,764.00	238.38
Realisation of assets	3.90	1,055.50	270.64
Trading	0.00	0.00	0.00
Dealing with all creditors' claims (including employees), correspondence and distributions	15.70	3,758.50	269.39
Other matters which includes seeking decisions from creditors (via Deemed Consent Procedure or via Decision Procedures), tax, litigation, pensions and travel	3.90	1,039.50	266.54
Total hours	99.20		
Total time costs		21,470.50	
Overall average hourly rate £			216.44

The Liquidators are seeking approval from creditors to change their approved fixed fee of £5,000 to a time costs resolution, subject to a fees estimate in the sum of £21,470.50 plus VAT. It is anticipated that this total sum will be sufficient to cover the additional work which is detailed within the body of the report and which falls under the following categories of work:

1. General case administration and planning
2. Compliance with the Insolvency Act, Rules and best practice
3. Investigations
4. Realisation of assets
5. Dealing with all creditors claims (including employees), correspondence and distributions
6. Other matters which include (seeking decisions from creditors via Decision Procedures / tax / pensions / other case specific)

Please refer to the body of the report at Sections 6 and 8 for a more detailed explanation of the future work to be carried out and why this addition to our remuneration is being sought.

A more detailed explanation of the work that falls into the categories mentioned in the table above can be obtained from our website at <http://www.begbies-traynorgroup.com/work-details>.

We have arrived at this increase by considering the nature and complexity of the work that is necessary to conclude the case, and we also believe that this increase is a fair and reasonable reflection of the same.

Dated: 24 June 2021

THE JOINT LIQUIDATORS' ESTIMATE OF THE EXPENSES THAT THEY WILL INCUR

No.	Type of expense	Description	Estimate £
1.	Bank Charges	Charges for use of the Barclays Bank account	10
2.	Irrecoverable VAT	Company is not VAT registered	650
3.	Statutory Advertising	Of appointment, meetings etc	157
4.	Bonding	An Insolvency Practitioner is required to have a bond in place to protect the estate from misappropriation of funds	20
5.	ATE Insurance	An Insolvency Practitioner is required to ensure that there is sufficient insurance cover over the assets of the insolvent entity	56
6.	Land Registry	Obtain documentation from Land Registry	6
7.	Electronic filing	Use of Insolvency Point	12
8.	Postage and Stationery	Based on current prices. Relating to the circulation of notices to creditors of the Deemed Consent Procedure, the appointment of Liquidator and final account.	39
9.	Company and electronic verification service	Use of Company and electronic verification service	15

STATEMENT OF EXPENSES

Type of expense	Name of party with whom expense incurred	Amount incurred £	Amount discharged £	Balance (to be discharged) £
Expenses incurred with entities not within the Begbies Traynor Group				
Total		-	-	-
Expenses incurred with entities within the Begbies Traynor Group (for further details see Begbies Traynor Charging Policy)				
Total		-	-	-

CUMULATIVE STATEMENT OF EXPENSES

Type of expense	Name of party with whom expense incurred	Amount incurred £
Bank Charges	Barclays Bank plc	10
Irrecoverable VAT	Joint Liquidators	650
Statutory Advertising	Courts Advertising Limited	157
Bonding	JLT	20
ATE Insurance	JLT	56
Land Registry search	HM Land Registry	6
Electronic filing	Insolvency Point	12
Postage and Stationery	Joint Liquidators	39
Company and electronic verification services	Joint Liquidators	15
Total		965