In accordance with Rule 18.7 of the Insolvency (England & Wales) Rules 2016 and Sections 92A, 104A and 192 of the Insolvency Act 1986.

LIQ03

Notice of progress report in voluntary winding up

WEDNESDAY

A8ØMVK9C
A11 06/03/2019 #83
COMPANIES HOUSE

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

1 Company details

Company number	0 7 0 3 8 4 5 4
Company name in full	Pro-man (UK) Limited

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

2 Liquidator's name

Full forename(s)	David Adam
Surname	Broadbent

3 Liquidator's address

Building name/number	Fourth Floor
Street	Toronto Square
Post town	Toronto Street
County/Region	Leeds
Postcode	L S 1 2 H J
Country	

4 Liquidator's name ❶

Full forename(s)	Gary Paul
Surname	Shankland

❶ **Other liquidator**
Use this section to tell us about another liquidator.

5 Liquidator's address ❷

Building name/number	31st Floor
Street	40 Bank Street
Post town	London
County/Region	
Postcode	E 1 4 5 N R
Country	

❷ **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 4	m 0 m 1	y 2 y 0 y 1 y 8
To date	d 0 d 3	m 0 m 1	y 2 y 0 y 1 y 9

7 Progress report

☑ The progress report is attached

8 Sign and date

Liquidator's signature	Signature X	X
Signature date	d 0 d 1	m 0 m 3 y 2 y 0 y 1 y 9

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: Warren Seals

Company name: Begbies Traynor (Central) LLP

Address: Redheugh House
Teesdale South

Post town: Thornaby Place

County/Region: Stockton-on-Tees

Postcode: T S 1 7 6 S G

Country:

DX:

Telephone: 01642 796 640

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

XCVL1205P

Begbies Traynor

Pro-man (UK) Limited

(in Creditors Voluntary Liquidation)

Progress Report

Period: 4 January 2018 to 3 January 2019

Important Notice

This Progress Report has been produced solely to comply with our statutory duty to report to creditors and members 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.

Contents

- Interpretation
- Company information
- Details of appointment of Liquidators
- Progress during the period
- Estimated outcome for creditors
- Remuneration and disbursements
- Liquidators' expenses
- Assets that remain to be realised and work that remains to be done
- Other relevant information
- Creditors' rights
- Conclusion
- Appendices

1. Liquidators' account of receipts and payments
2. Liquidators' time costs and disbursements
3. Statement of Liquidators' expenses

1. INTERPRETATION

Expression	Meaning
"the Company"	Pro-man (UK) Limited (in Creditors Voluntary Liquidation)
"the Liquidation"	The appointment of Joint Liquidators on 4 January 2018
"the Liquidators", "we", "our" and "us"	David Adam Broadbent & Gary Paul Shankland of Begbies Traynor (Central) LLP, Redheugh House, Teesdale South, Thornaby Place, Stockton-on-Tees, TS17 6SG
"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):	*As above*
Company registered number:	0703 8454
Company registered office:	Redheugh House, Teesdale South, Thornaby Place, Stockton-on-Tees, TS17 6SG
Former trading address:	18 High Street, Great Broughton, Middlesbrough, TS9 7EH

3. DETAILS OF APPOINTMENT OF LIQUIDATORS

Date winding up commenced:	4 January 2018
Date of Liquidators' appointment:	4 January 2018
Changes in Liquidator (if any):	None

4. PROGRESS DURING THE PERIOD

Attached (at Appendix 1) is our abstract of receipts and payments for the period from 4 January 2018 to 3 January 2019

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 that 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 attached Time Costs Analysis.

Please note that the details below only relate to the work undertaken in the period since our appointment as Joint Liquidators.

General case administration and planning

It is necessary to develop and review the strategy in respect of certain key elements, such as asset realisations and investigations, dependent upon the specific circumstances of a case.

Periodic reviews have therefore been carried out, in order to ensure that asset realisations and investigations are progressing satisfactorily, and that statutory requirements of the relevant legislation are complied with.

Generally, it is also necessary to maintain records to demonstrate how the case was administered, and to document the reasons for any decisions that materially affect the case.

Whilst this work has not financially benefitted creditors, it is still a necessary part of the general control of the case.

Compliance with the Insolvency Act, Rules and best practice

The Insolvency Act 1986 and the Insolvency Rules 1986, together with subsequent amendments, require insolvency practitioners holding office as Liquidators to:

- send notice of their appointment, together with a report of the Meeting of Creditors at which they were appointed, to all creditors and members (shareholders)
- ensure that the case is adequately bonded (an insurance to protect the interests of unsecured creditors in the potential asset realisations on a case)
- file information with the Registrar of Companies and advertise certain notices in the London Gazette

This category also includes cashiering duties, such as banking funds, maintaining accounting records and invoicing in respect of remuneration and disbursements, which is undertaken by support staff throughout the duration of the case.

We have complied with / carried out these duties during the period of this Progress Report – although this work has not benefitted creditors financially, it was still necessary in accordance with insolvency legislation.

Investigations

Liquidators have a statutory duty to investigate the conduct of a director (and any person they consider to be or have been a shadow or de facto director) during the period of three years before the date of their appointment, in relation to their management of the affairs of a company, and the causes of its failure.

Having undertaken this exercise, they are also obliged to submit confidential reports to the Department for Business, Energy & Industrial Strategy.

In addition to the above, their staff will review the company's books & records, with a view to identifying any matters where potential recoveries for the estate can be pursued – this would normally include antecedent transactions, such as preferences payments and transfers of assets at undervalues (if undertaken within the relevant time periods).

A number of concerns have arose from these statutory investigations, the details of which have been passed to solicitors to confirm whether any action is required.

Although this work has not benefitted creditors financially, it was still necessary in accordance with insolvency legislation.

Realisation of assets

As outlined in the Directors Report, our firm was holding the sum of £1,000 (cash in hand) in anticipation of the appointment of Liquidators, with a nominal amount of bank interest accruing on same.

The main asset (within the liquidation estate) related to an amount of money owing from its main customer – demand for the amount was made shortly after our appointment, with a lengthy defence being received from the debtor's legal advisors.

We have in turn instructed our own solicitors to review the correspondence received, to confirm whether formal proceedings should be issued (or not)

This work will not be financially beneficial to creditors, as the funds received will only serve as a contribution towards the costs of this matter – it is still required to be undertaken as part of our statutory duties.

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

Liquidators are required to log creditor claims, and respond to general correspondence received from them – further details of claims received (and dividend prospects) are outlined in the next section of this report.

This work has not financially benefitted creditors (given there is currently no dividend payable) but was still required to be undertaken to ensure their queries were dealt with in a timely manner.

Other matters which includes seeking decisions from creditors (via Deemed Consent Procedure and/or Decision Procedures, tax, litigation, pensions and travel

Time posted to this category relates to time spent dealing with post-appointment tax matters, and obtaining creditor approval as to how we (as Liquidators) were to be remunerated.

Whilst this work has not financially benefitted creditors, it has still been necessary in order to comply with our statutory requirements (including those in respect of reporting to H M Revenue & Customs)

5. ESTIMATED OUTCOME FOR CREDITORS

Secured / Preferential creditors

As far as we are aware, there are no secured or preferential creditors in this matter.

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

Section 176A of the Act provides that, where a company has created a floating charge on or after 15 September 2003, the Liquidator must make a prescribed part of that 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.

To the best of our knowledge and belief, there are no unsatisfied floating charges created or registered on or after 15 September 2003 – consequently, there is no prescribed part of net property available for distribution to the unsecured creditors.

Unsecured creditors

Unsecured creditors were estimated at £266,296 and we have received claims in the total sum of £388,801

Based upon realisations to date (and estimated future recoveries) it is anticipated there will be insufficient funds available to enable a dividend to be paid to the unsecured creditors – steps have not therefore been taken to agree their claims.

6. REMUNERATION & DISBURSEMENTS

Pre-appointment costs (i.e. the Statement of Affairs fee)

Begbies Traynor (Central) LLP's professional fees for assisting the Company and its director in preparing the Statement of Affairs and seeking the creditors' decision on the nomination of Liquidators, have been fixed at £5,000 plus VAT and disbursements and £1,000 plus VAT for Baldwins Accountants for assistance with preparing the report on the Company's financial position required by Statement of Insolvency Practice 6.

My firm has drawn the sum of £500 plus VAT against these costs – no payment has been made to the former accountants.

Post-appointment costs (i.e. the Liquidator's Remuneration)

Our remuneration has yet to be fixed by a resolution of creditors, and given the level of realisations anticipated, this is likely to remain the case.

In any event (and for your information only) the time costs incurred during the reporting period (i.e. from 4 January 2018 to 3 January 2019) amount to £12,045 which represents 66.4 hours at an average rate of £181.40 per hour.

For the avoidance of doubt, no amount has been drawn on account of our remuneration.

Liquidators' Disbursements

"Category One" disbursements in the sum of £189.64 (detailed in Appendix 3) have been incurred, and we have recovered the sum of £169.20 from the Liquidation estate.

Third Party Subcontractors (Legal Advice)

Tilly Bailey & Irvine Solicitors

Solicitors have provided assistance with the book debt collection, as well as advising on concerns raised from my statutory investigations.

Although costs have been incurred by the solicitors, no charge has been applied to the estate.

Time Costs Analysis

The following further information in relation to our time costs and disbursements is set out in the attached (at Appendix 2):

- Time Costs Analysis for the reporting period (i.e. from 4 January 2018 to 3 January 2019)
- Begbies Traynor (Central) LLP's charging policy & charge-out rates

The Time Costs Analysis for the period of this Progress Report (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.

Please note that each analysis only provides details of the work undertaken by the Liquidators and their staff following their appointment.

A copy of 'A Creditors' Guide to Liquidators Fees (E&W) 2017' 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 same.

7. LIQUIDATORS' EXPENSES

A statement of the expenses incurred during the period of this Progress Report is attached (at Appendix 3)

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

General case administration and planning

Until this matter is concluded, we will continue to perform periodic reviews, in order to ensure that the statutory requirements of the relevant legislation are complied with.

Continuing records will also be made to demonstrate how the case is being administered, and to document the reasons for any decisions that materially affect the case.

Whilst this work will not benefit creditors financially, it is still a necessary part of the general control of the case.

Compliance with the Insolvency Act, Rules and best practice

Pursuant to The Insolvency Act 1986 and the Insolvency Rules 1986, together with subsequent amendments, over the remaining course of the administration of this estate we will:

- ensure that the case is adequately bonded (an insurance to protect the interests of unsecured creditors in the potential asset realisations on a case); and
- produce a Progress Report within two months after the anniversary of the date of when the Company entered Liquidation, which is issued / made available to all creditors and members, and filed with the Registrar of Companies

Once this matter is ready for conclusion, we will produce and circulate our Final Report.

In the meantime, the cashiering duties (bank reconciliations and maintaining accounting records) will continue to be undertaken by our support staff.

Whilst this work will not benefit creditors financially, it is still required to ensure our files are conducted in a statutory compliant manner.

Investigations / Realisation of assets

We will continue to liaise with our solicitors regarding the concerns raised from our investigations, as well as the amount owing from the former customer.

Whilst this work may not financially benefit creditors (in the event there are not net recoveries made) it is still required to be undertaken as part of our statutory duties.

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

Until this matter has concluded, we will continue to log creditor claims, and respond to general correspondence received.

Although this work may not financially benefit creditors (in the event there is no dividend payable) it will still be required to ensure their queries are dealt with in a timely manner.

Other matters which includes seeking decisions from creditors (via Deemed Consent Procedure and / or Decision Procedure, tax, litigation, pensions and travel

Until this matter is concluded, we will continue to prepare / submit tax returns for the periods after our appointment as Joint Liquidators.

Whilst this work will not financially benefit creditors, it is still necessary to comply with our statutory requirements in respect of reporting to H M Revenue & Customs.

How much will this further work cost, and what additional expenses will be incurred?

Clearly there is a cost implication in completing the remaining balance of work above, however, any fees payable for the same are restricted to the balance of funds within the estate.

In any event, it is anticipated that our additional work (in concluding this matter) will incur further time costs of between £5,000 and £7,500

Other than ongoing storage costs and legal fees, we also do not expect to incur any further material expenses.

9. OTHER RELEVANT INFORMATION

Investigations and reporting on directors conduct

A Liquidator has a duty to enquire into the affairs of an insolvent company, to determine its property and liabilities, and to identify any actions which could lead to the recovery of funds.

In addition, a Liquidator is also required to consider the conduct of the Company's directors, and to make an appropriate submission to the Department for Business Energy and Industrial Strategy.

We have discharged our duties in these respects.

Investigations carried out to date

We have also undertaken an initial assessment of the manner in which the business was conducted prior to the liquidation of the Company, and considered any potential recoveries for the estate in this respect.

As mentioned earlier in this report, our work continues in this regard.

Connected party transactions

Other than those mentioned in the Director's Report, we are not aware of any other connected party transactions involving the Company's assets.

10. CREDITORS' RIGHTS

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

Should you require a hard copy of the information, however, please do not hesitate to contact our office.

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 the 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 eight 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 twelve months' time, or at the conclusion of the Liquidation, whichever is the sooner.

Dave Broadbent
Joint Liquidator

1 March 2019

ACCOUNT OF RECEIPTS AND PAYMENTS

Period: 4 January 2018 to 3 January 2019

Pro-man (UK) Limited
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments

Statement of Affairs £		From 04/01/2018 To 03/01/2019 £	From 04/01/2018 To 03/01/2019 £
	ASSET REALISATIONS		
Uncertain	Book Debts	NIL	NIL
1,000.00	Cash at Bank / Cash in Hand	1,000.00	1,000.00
	Bank Interest Gross	0.27	0.27
		1,000.27	1,000.27
	COST OF REALISATIONS		
	Statement of Affairs Fee	500.00	500.00
	Statutory Advertising	169.20	169.20
		(669.20)	(669.20)
	UNSECURED CREDITORS		
(189,969.00)	Trade Creditors	NIL	NIL
(64,308.00)	Directors Loan Account	NIL	NIL
(12,000.00)	HM Revenue and Customs	NIL	NIL
(19.00)	Contingent Creditors	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(2.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(265,298.00)		**331.07**	**331.07**
	REPRESENTED BY		
	Vat Receivable		133.84
	Bank 1 Current		197.23
			331.07

David Adam Broadbent
Joint Liquidator

TIME COSTS AND DISBURSEMENTS

a. Begbies Traynor (Central) LLP's charging policy

b. Time Costs Analysis for the reporting period (i.e. from 4 January 2018 to 3 January 2019)

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[1] 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[2] 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 SOLVENT 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 SOLVENT 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):

  - Car mileage is charged at the rate of 45 pence per mile;

[1] Statement of Insolvency Practice 9 (SIP 9) – Remuneration of insolvency office holders in England & Wales (Effective 1 April 2007)
[2] 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 an entity 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):

- Asset Recovery, Appraisal and Valuation, Disposal and Consultancy services are provided by Eddisons which is part of Begbies Traynor Group plc.

  Due to the varied nature of the work carried out, Asset Recovery, Appraisal and Disposal costs are charged on one or more of the following basis.

  These costs are paid from asset realisations of the company:

  Time costs of £ 250 per hour – Director
  Time costs of £ 175 per hour – Associate Director
  Time costs of £ 150 per hour – Manager
  Time costs of £ 100 per hour – Graduate/Administrator
  Time Costs of £ 35 per hour – Porter

  10% of realisations in respect of asset sales and auction sales
  15% Buyers Premium in respect of auction sales

  A fixed charge fee by agreement within the rates above

  Any necessary additional services which might be provided would be within these rates.

- Eddisons Insurance Services Limited is also part of Begbies Traynor Group plc and provides insurance services on a fixed premium basis.

(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

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 York/Teesside office as at the date of this report are as follows:

Grade of staff	Charge-out Rate (£ per hour)
Partner	495
Director	445
Senior Manager	395
Manager	345
Assistant Manager	250
Senior Administrator	225
Administrator	175
Junior Administrator	140
Support	140

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.

SIP9 Pro-man (UK) Limited - Creditors Voluntary Liquidation - 83PR453.CVL : Time Costs Analysis From 04/01/2018 To 03/01/2019

Staff Grade		Consultant/Partner	Director	Sr Mngr	Mngr	Asst Mngr	Sr Admin	Admin	Jnr Admin	Support	Total Hours	Time Cost £	Average hourly rate £
General Case Administration and Planning	Case planning	0.5			7.4				6.4		14.3	2,852.50	200.17
	Administration				0.9				3.2	0.6	4.7	672.50	143.09
	Total for General Case Administration and Planning:	**0.5**			**8.3**				**9.6**	**0.6**	**19.0**	**3,538.00**	**186.05**
Compliance with the Insolvency Act, Rules and best practice	Appointment									0.2	0.2	22.00	110.00
	Banking and Bonding	0.4							0.5	1.7	2.6	403.00	155.00
	Case Closure												0.00
	Statutory reporting and statement of affairs				3.0						3.0	795.00	265.00
	Total for Compliance with the Insolvency Act, Rules and best practice:	**0.4**			**3.0**				**0.5**	**1.9**	**5.8**	**1,220.00**	**210.34**
Investigations	CDDA and investigations	1.0		7.8	4.2				13.0		26.0	4,303.00	165.50
	Total for Investigations:	**1.0**		**7.8**	**4.2**				**13.0**		**26.0**	**4,303.00**	**165.50**
Realisation of assets	Debt collection				4.3						4.3	1,139.50	265.00
	Property, business and asset sales												0.00
	Retention of Title/Third party assets												0.00
	Total for Realisation of assets:				**4.3**						**4.3**	**1,139.50**	**265.00**
Trading	Trading												0.00
	Total for Trading:												**0.00**
Dealing with all creditors claims (including employees), correspondence and distributions	Secured												0.00
	Others				3.9				6.7		10.6	1,770.50	167.03
	Creditors committee												0.00
	Total for Dealing with all creditors claims (including employees), correspondence and distributions:				**3.9**				**6.7**		**10.6**	**1,770.50**	**167.03**
Other matters which includes seeking decisions of creditors, meetings, tax, litigation, pensions and travel	Seeking decisions of creditors												0.00
	Meetings												0.00
	Other												0.00
	Tax								0.7		0.7	77.00	110.00
	Litigation												0.00
	Total for Other matters:								**0.7**		**0.7**	**77.00**	**110.00**
	Total hours by staff grade:	1.9		7.8	23.7				30.5	2.5	66.4		
	Total time cost by staff grade:	750.50		1,365.00	6,296.50				3,355.00	278.00		12,045.00	
	Average hourly rate £:	395.00	0.00	175.00	265.68	0.00	0.00	0.00	110.00	111.20			181.40
	Total fees drawn to date £:											0.00	

STATEMENT OF EXPENSES

Type of expense	Name of party with whom expense incurred	Amount incurred £	Amount discharged £	Balance owing £
Bordereau Premium	Marsh Limited	10.00	*Nil*	10.00
Bordereau Premium	Insolvency Risk Services	9.00	*Nil*	9.00
Statutory Advertising	Courts Advertising	169.20	169.20	*Nil*
Storage Costs	Archive Solutions	1.44	*Nil*	1.44