

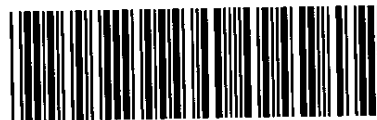
LIQ03

Notice of progress report in voluntary winding up



Companies House

FRIDAY



A15 *A7806DNK* 22/06/2018 #245
COMPANIES HOUSE

se
e

1 Company details

Company number 0 0 6 2 8 4 9 1

Company name in full Killby & Gayford Limited

→ Filling in this form

Please complete in typescript or in
bold black capitals.

2 Liquidator's name

Full forename(s) Danny

Surname Dartnaill

3 Liquidator's address

Building name/number Thames Tower

Street Level 12

Station Road

Post town Reading

County/Region

Postcode R G 1 1 L X

Country

4 Liquidator's name

Full forename(s) Simon

Surname Girling

Other liquidator

Use this section to tell us about
another liquidator.

5 Liquidator's address

Building name/number Bridgewater House

Street Counterslip

Post town Bristol

County/Region

Postcode B S 1 6 B X

Country

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 2	^d 4	^m 0	^m 4	^y 2	^y 0	^y 1	^y 7
To date	^d 2	^d 3	^m 0	^m 4	^y 2	^y 0	^y 1	^y 8

7 Progress report

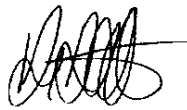
☒ The progress report is attached

8 Sign and date

Liquidator's signature

Signature

X



X

Signature date

^d 2	^d 1	^m 0	^m 6	^y 2	^y 0	^y 1	^y 8
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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	Martin Woodhall
Company name	BDO LLP
Address	Thames Tower
	Level 12
	Station Road
Post town	Reading
County/Region	
Postcode	R G 1 1 L X
Country	
DX	
Telephone	0118 925 4400



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

Killby & Gayford Limited
(In Liquidation)
Joint Liquidators' Abstract of Receipts & Payments

Statement of Affairs	From 24/04/2017 To 23/04/2018	From 24/04/2013 To 23/04/2018

Note:

On 28 August 2013 a dividend of £275,625 was paid to preferential creditors at a rate of 100p in the £.

TO ALL KNOWN CREDITORS

21 June 2018

Our Ref 00185866/C2/DD/VN

Please ask for
Vicki Noonan
0151 237 4422

Dear Sirs

Killby & Gayford Limited - In Creditors' Voluntary Liquidation ('the Company')
Registered number: 00628491

I set out below an annual progress report for the period 24 April 2017 to 23 April 2018, in accordance with Section 104A of the Insolvency Act 1986 and Rule 18.4 of the Insolvency (England and Wales) Rules 2016 ('the Rules').

STATUTORY INFORMATION

The Joint Liquidators are currently Danny Dartnail (officeholder IP no: 10110) of BDO LLP, Thames Tower, Level 12, Station Road, RG1 1LX and Simon Girling (officeholder IP No: 9283) of BDO LLP, Bridgewater House, Counterslip, Bristol, BS1 6BX. Danny Dartnail was appointed Joint Liquidator on 24 April 2013, and Simon Girling was subsequently appointed on 2 August 2017 by an Order made by the High Court of Justice, Chancery Division, Companies Court in London, case number: CR-2017-005555 in replacement of Shay Bannon. The Joint Liquidators carry out their functions jointly and severally meaning any action can be done by one Liquidator or by both of them.

Simon Girling is authorised and licensed in the United Kingdom to act as an insolvency practitioner by the Insolvency Practitioners Association.

RECEIPTS & PAYMENTS

I attach for your information a summary of my Receipts and Payments, analysed to show activity in the last year compared to the whole of the Liquidation. The account shows a balance in hand of £285,403 for your information.

The Receipts & Payments shown are largely self-explanatory, although I would comment specifically on the following:

Book Debts & Retentions

Independent agents, Driver Group, were instructed to assist with the book debt collection process.

There have been further collections of £10,000 in this reporting period, resulting in total collections during the Liquidation of £342,835.

Driver Group are continuing to pursue the outstanding contractual book debts, which have a material balance, however negotiations have become protracted. Due to the contractual nature of the book debts the anticipated further collections are currently uncertain.

Inter-company Debtors

As previously reported, there are debts due from group companies totalling £21,392,349.

There will be no recoveries from the insolvencies of Killby & Gayford Group Limited and Killby & Gayford (Consolidation) Limited in respect of debts of £8,143,151 and £11,070,457.

Recoveries from the Liquidation of Killby & Gayford (Holdings) Limited are anticipated to be in the region of £2,000.

Costs of the Liquidation

Driver Group are paid by reference to the book debt collections in which they have assisted. Driver Group have received a further payment of £4,000 plus VAT in respect of the book debt collections during the period. The further fees of Driver Group are dependent on the level of any further book debt realisations.

Storage costs of £1,962 have been paid in respect of the Company's book and records, which I am obliged to retain.

No other costs have been accrued during the period.

ASSETS

I can confirm that there are no assets of a peculiar or special nature which cannot be sold. Consequently, there has been no distribution of unsold assets to creditors, as mentioned in Rules 18.10/14.13 of the Insolvency (England & Wales) Rules 2016.

INVESTIGATIONS

The Joint Liquidators have a duty to investigate the affairs of the Company and also the conduct of the directors and in respect of the latter, to submit a confidential statutory report to the Secretary of State. I confirm that a report has been submitted.

I have completed my review of the Company's affairs and assets to establish whether there are any actions that can be investigated for the benefit of the creditors and concluded there are no causes of action to be pursued.

PROGRESS OF THE LIQUIDATION

I am continuing to realise the book debts and inter-company debts, mentioned above.

I will not be in a position to make a dividend payment by virtue of the prescribed part until the remaining assets have been realised, which may take up to a further six months.

FUTURE PROSPECTS**Secured Creditors**

The Company's secured creditor is The Bank of Scotland ('BoS'), which at the date of the Administration, being 18 April 2012, was owed £1,675,641 from the Killby & Gayford group of companies. BoS holds a debenture dated 14 September 2007, conferring a fixed and floating charge over the assets and undertakings of the Group.

During the Administration BoS received distributions totalling £282,046 from floating charge realisations, and has since received further distributions during the Liquidation of £510,908. BoS has now been paid in full from the Group.

Growth Capital Partners ('GCP') is owed £6,075,000 from the Group, which is secured by a debenture also dated 14 September 2007. GCP's security ranks behind that held by BoS.

During the Liquidation I have made distributions on account of floating charge realisations to GCP totalling £190,000, with £50,000 being distributed during the reporting period. GCP will suffer a significant shortfall under its security.

Preferential Creditors

Preferential claims are those of the former employees in respect of wages, capped at £800 per employee and any accrued holiday pay.

A preferential distribution of 100p in the £ totalling £154,516 was made to the former employees during the Administration.

Additional preferential claims totalling £275,625 were paid in full during the Liquidation.

Unsecured Creditors

Under Section 176A of the Insolvency Act 1986 where after 15 September 2003 a company has granted to a floating charge to a secured creditor, a proportion of the net property of said company must be made available purely for the unsecured creditors.

The Company has granted a floating charge to a creditor after 13 September 2003, therefore, the prescribed part applies in this Liquidation. Based on present information the Joint Liquidators estimate that after allowing for costs, the value of the Company's net property will be in the region of £1,300,000, and this means the prescribed part would be £263,000

To date, I have received unsecured creditor claims totalling £30,959,410 and therefore the dividend payment is estimated to be in the region of dividend via the prescribed part will be in the region of 0.8p in the £.

JOINT ADMINISTRATORS' REMUNERATION

During the Administration I sought and obtained the approval of the secured creditors for my remuneration on a time costs basis totalling £275,000 plus VAT, in accordance with the relevant insolvency legislation.

The Joint Administrators' fees drawn to date total £205,000 plus VAT with £50,000 plus VAT being drawn during the reporting period. The balance of the Joint Administrators' fees will be drawn in due course, subject to sufficient asset realisations.

Time costs totalling £56,822 were written-off during the Administration.

JOINT LIQUIDATORS' REMUNERATION

Pursuant to the Rules, the Joint Liquidators are obliged to fix their remuneration in accordance with Rule 18.16. This permits remuneration to be fixed either:

- (1) As a percentage of the assets realised and distributed; and/or

- (2) By reference to the time the Joint Liquidators and the staff have spent attending to matters in the Liquidation; and/or
- (3) As a set amount; and/or
- (4) As a combination of the above.

Pursuant to the relevant insolvency legislation, where a company which was in Administration moves to Liquidation under Paragraph 83 of Schedule B1 of the Insolvency Act 1986, the basis of the remuneration fixed in the Administration is treated as having been fixed in the Liquidation.

To date, the Joint Liquidators have not drawn any fees in respect of remuneration as shown on the enclosed Receipts and Payments account.

I attach two schedules detailing the time costs incurred to date. The first schedule covers the period of this report, 24 April 2017 to 23 April 2018. This records time costs of £15,139 which represents 54 hours spent at an average charge out rate of £280 per hour.

The second schedule covers the whole period of the Liquidation and records time costs of £198,414 which represents 945 hours spent at an average charge out rate of £210 per hour.

For guidance, I enclose a document that outlines the policy of BDO LLP in respect of fees and disbursements.

JOINT LIQUIDATORS' DISBURSEMENTS

Where disbursements are recovered in respect of precise sums expended to third parties there is no necessity for these costs to be authorised. These are known as category 1 disbursements. Since my last report no category 1 disbursements have been incurred.

I therefore report that during the Liquidation I drawn category 1 disbursements totalling £4,256 in relation to travel, storage and courier services.

Some Liquidators recharge expenses, for example printing, photocopying and telephone costs, which cannot economically be recorded in respect of each specific case. Such expenses, which are apportioned to cases, require the approval of the creditors before they can be drawn, and these are known as category 2 disbursements. The policy of BDO LLP in respect of this appointment is not to charge any category 2 disbursements with the exception of mileage on the basis of the mileage scale approved by HMRC, being 45p per mile unless otherwise disclosed to the creditors. No category 2 disbursements have accrued during the Liquidation.

CREDITORS' RIGHTS

I provide at the end of this report an extract from the Rules setting out the rights of creditors to request further information and/or challenge the remuneration or expenses within the Liquidation. Creditors may access information setting out creditors' rights in respect of the approval of the Joint Liquidator's remuneration at: <https://www.r3.org.uk/what-we-do/publications/professional/fees>.


The Insolvency Service has established a central gateway for considering complaints in respect of Insolvency practitioners. In the event that you make a complaint to me but are not satisfied with the response from me then you should visit: <https://www.gov.uk/complain-about-insolvency-practitioner> where you will find further information on how you may pursue the complaint.

The Joint Liquidators are bound by the Insolvency Code of Ethics when carrying out all professional work relating to this appointment. A copy of the code is at:

<http://www.icaew.com/en/members/regulations-standards-and-guidance/ethics/code-of-ethics-d>

If you require any further information, please contact me or my colleague Vicki Noonan at brcmt@bdo.co.uk.

Yours faithfully
For and on behalf of
Killby & Gayford Limited



Danny Dartnaill
Joint Liquidator
Authorised in the UK by the Institute of Chartered Accountants in England & Wales

Enc

Statement from the Insolvency (England and Wales) Rules 2016 regarding the rights of creditors in respect of the Joint Liquidators' fees and expenses:**Creditors' and members' requests for further information in administration, winding up and bankruptcy**

18.9.—(1) The following may make a written request to the office-holder for further information about remuneration or expenses (other than pre-administration costs in an administration) set out in a progress report under rule 18.4(1)(b), (c) or (d) or a final report under rule 18.14—

- (a) a secured creditor;
 - (b) an unsecured creditor with the concurrence of at least 5% in value of the unsecured creditors (including the creditor in question);
 - (c) members of the company in a members' voluntary winding up with at least 5% of the total voting rights of all the members having the right to vote at general meetings of the company;
 - (d) any unsecured creditor with the permission of the court; or
 - (e) any member of the company in a members' voluntary winding up with the permission of the court.
- (2) A request, or an application to the court for permission, by such a person or persons must be made or filed with the court (as applicable) within 21 days of receipt of the report by the person, or by the last of them in the case of an application by more than one member or creditor.
- (3) The office-holder must, within 14 days of receipt of such a request respond to the person or persons who requested the information by—
- (a) providing all of the information requested;
 - (b) providing some of the information requested; or
 - (c) declining to provide the information requested.
- (4) The office-holder may respond by providing only some of the information requested or decline to provide the information if—
- (a) the time or cost of preparation of the information would be excessive; or
 - (b) disclosure of the information would be prejudicial to the conduct of the proceedings;
 - (c) disclosure of the information might reasonably be expected to lead to violence against any person; or
 - (d) the office-holder is subject to an obligation of confidentiality in relation to the information.
- (5) An office-holder who does not provide all the information or declines to provide the information must inform the person or persons who requested the information of the reasons for so doing.
- (6) A creditor, and a member of the company in a members' voluntary winding up, who need not be the same as the creditor or members who requested the information, may apply to the court within 21 days of—
- (a) the office-holder giving reasons for not providing all of the information requested; or
 - (b) the expiry of the 14 days within which an office-holder must respond to a request.
- (7) The court may make such order as it thinks just on an application under paragraph (6).

Remuneration and expenses: application to court by a creditor or member on grounds that remuneration or expenses are excessive

18.34.—(1) This rule applies to an application in an administration, a winding-up or a bankruptcy made by a person mentioned in paragraph (2) on the grounds that—

- (a) the remuneration charged by the office-holder is in all the circumstances excessive;
 - (b) the basis fixed for the office-holder's remuneration under rules 18.16, 18.18, 18.19, 18.20 and 18.21 (as applicable) is inappropriate; or
 - (c) the expenses incurred by the office-holder are in all the circumstances excessive.
- (2) The following may make such an application for one or more of the orders set out in rule 18.36 or 18.37 as applicable—
- (a) a secured creditor,
 - (b) an unsecured creditor with either—
 - (i) the concurrence of at least 10% in value of the unsecured creditors (including that creditor), or
 - (ii) the permission of the court, or
 - (c) in a members' voluntary winding up—
 - (i) members of the company with at least 10% of the total voting rights of all the members having the right to vote at general meetings of the company, or
 - (ii) a member of the company with the permission of the court.
- (3) The application by a creditor or member must be made no later than eight weeks after receipt by the applicant of the progress report under rule 18.3, or final report or account under rule 18.14 which first reports the charging of the remuneration or the incurring of the expenses in question ('the relevant report').

Applications under rules 18.34 and 18.35 where the court has given permission for the application

18.36.—(1) This rule applies to applications made with permission under rules 18.34 and 18.35.

- (2) Where the court has given permission, it must fix a venue for the application to be heard.
- (3) The applicant must, at least 14 days before the hearing, deliver to the office-holder a notice stating the venue and accompanied by a copy of the application and of any evidence on which the applicant intends to rely.
- (4) If the court considers the application to be well-founded, it must make one or more of the following orders—
 - (a) an order reducing the amount of remuneration which the office-holder is entitled to charge;
 - (b) an order reducing any fixed rate or amount;
 - (c) an order changing the basis of remuneration;
 - (d) an order that some or all of the remuneration or expenses in question is not to be treated as expenses of the administration, winding up or bankruptcy;
 - (e) an order for the payment of the amount of the excess of remuneration or expenses or such part of the excess as the court may specify by —
 - (i) the administrator or Liquidator or the administrator's or Liquidator's personal representative to the company, or
 - (ii) the trustee or the trustee's personal representative to such person as the court may specify as property comprised in the bankrupt's estate;
 - (f) any other order that it thinks just.
- (5) An order under paragraph (4)(b) or (c) may only be made in respect of periods after the period covered by the relevant report.
- (6) Unless the court orders otherwise the costs of the application must be paid by the applicant, and are not payable as an expense of the administration, winding up or bankruptcy.

Applications under rule 18.34 where the court's permission is not required for the application

18.37.—(1) On receipt of an application under rule 18.34 for which the court's permission is not required, the court may, if it is satisfied that no sufficient cause is shown for the application, dismiss it without giving notice to any party other than the applicant.

- (2) Unless the application is dismissed, the court must fix a venue for it to be heard.
- (3) The applicant must, at least 14 days before any hearing, deliver to the office-holder a notice stating the venue with a copy of the application and of any evidence on which the applicant intends to rely.
- (4) If the court considers the application to be well-founded, it must make one or more of the following orders—
 - (a) an order reducing the amount of remuneration which the office-holder is entitled to charge;
 - (b) an order reducing any fixed rate or amount;
 - (c) an order changing the basis of remuneration;
 - (d) an order that some or all of the remuneration or expenses in question be treated as not being expenses of the administration or winding up or bankruptcy;
 - (e) an order for the payment of the amount of the excess of remuneration or expenses or such part of the excess as the court may specify by —
 - (i) the administrator or Liquidator or the administrator's or Liquidator's personal representative to the company, or
 - (ii) the trustee or the trustee's personal representative to such person as the court may specify as property comprised in the bankrupt's estate;
 - (f) any other order that it thinks just.
- (5) An order under paragraph (4)(b) or (c) may only be made in respect of periods after the period covered by the relevant report.
- (6) Unless the court orders otherwise the costs of the application must be paid by the applicant, and are not payable as an expense of the administration or as winding up or bankruptcy.

Killby & Gayford Limited
(In Liquidation)
Joint Liquidators' Abstract of Receipts & Payments

Statement of Affairs	From 24/04/2017 To 23/04/2018	From 24/04/2013 To 23/04/2018
262,862.50	ASSET REALISATIONS	
	Book Debts	10,000.00
	Mesothelioma	NIL
	VAT Refund	NIL
	Cash at Bank	NIL
	Admin VAT Refund	NIL
	Bank Interest Gross	880.28
	Sundry Refunds	NIL
1,166,608.49	Transfer From Admin	NIL
		10,880.28
		342,835.03
		161,015.26
		41,388.82
		1,000.00
		64.57
		9,924.91
		1,055.05
		1,166,608.49
		1,723,892.13
	COST OF REALISATIONS	
	Joint Administrators' Fees	50,000.00
	Joint Administrators' Disbs	NIL
	Agents/Valuers Fees (1)	NIL
	Agents (Mesothelioma)	NIL
	Legal Fees (1)	NIL
	Corporation Tax	NIL
	VAT Paid	NIL
	Stationery & Postage	1,523.41
	Book Debt Agents Fees	4,000.00
	Storage Costs	1,961.90
	Insurance of Assets	NIL
	Bank Charges	NIL
	Sundry Costs	35.00
		(57,520.31)
		215,000.00
		2.00
		142,971.09
		24,152.28
		950.00
		2,499.06
		22,527.22
		1,523.41
		4,000.00
		9,358.86
		3,445.00
		60.00
		35.00
		(426,523.92)
	PREFERENTIAL CREDITORS	
	Preferential E.P.A.	NIL
	Preferential Wages	NIL
	Preferential Hol. Pay	NIL
		NIL
		202,918.90
		23,592.50
		49,113.36
		(275,624.76)
	FLOATING CHARGE CRED	
	Floating Charge (1)	50,000.00
		(50,000.00)
		700,907.77
		(700,907.77)
1,429,470.99		
		(96,640.03)
		320,835.68
	REPRESENTED BY	
	Vat Input	76,066.98
	Bank 2 Current	285,402.94
	Vat Output	(40,634.24)
		320,835.68

Note:

On 28 August 2013 a dividend of £275,625 was paid to preferential creditors at a rate of 100p in the £.



Killby & Gayford Limited - In Liquidation

In accordance with best practice I provide below details of policies of BDO LLP in respect of fees and expenses for work in relation to the above insolvency.

The current charge out rates per hour of staff within my firm who may be involved in working on the insolvency, follows:

GRADE	£
Partner	520-630
Manager	278-487
Assistant Manager	251
Senior Administrator	234-251
Administrator	67-212
Other staff	87

This in no way implies that staff at all such grades will work on the case. The rates charged by BDO LLP are reviewed on a regular basis and are adjusted to take account of inflation and the firm's overheads.

Time spent on casework is recorded directly to the relevant case using a computerised time recording system and the nature of the work undertaken is recorded at that time. Units of time can be as small as 3 minutes. BDO LLP records work in respect of insolvency work under the following categories:-

- Pre Appointment
- Steps upon Appointment
- Planning and Strategy
- General Administration
- Asset Realisation/Management
- Trading Related Matters
- Employee Matters
- Creditor Claims
- Reporting
- Distribution and Closure
- Other Issues.

Under each of the above categories the work is recorded in greater detail in sub categories. Please note that the 11 categories provide greater detail than the six categories recommended by the Recognised Professional Bodies who are responsible for licensing and monitoring insolvency practitioners.

Where an officeholder's remuneration is approved on a time cost basis the time invoiced to the case will be subject to VAT at the prevailing rate.

Where remuneration has been approved on a time costs basis a periodic report will be provided to any committee appointed by the creditors or in the absence of a committee to the creditors. The report will provide a breakdown of the remuneration drawn and will enable the recipients to see the average rates of such costs.

1) Other Costs

Where expenses are incurred in respect of the insolvent estate they will be recharged. Such expenses can be divided into two categories.



2) Category 1

This heading covers expenses where BDO LLP has met a specific cost in respect of the insolvent estate where payment has been made to a third party. Such expenses may include items such as advertising, couriers, travel (by public transport), land registry searches, fees in respect of swearing legal documents etc. In each case the recharge will be reimbursement of a specific expense incurred.

3) Category 2

Insolvency practice additionally provides for the recharge of expenses such as printing, stationery, photocopying charges, telephone, email and other electronic communications eg webhosting, which cannot be economically recorded in respect of each specific case. Such expenses, which are apportioned to cases, must be approved by the creditors in accordance with the Insolvency (England and Wales) Rules 2016, before they can be drawn, and these are known as category 2 disbursements. The current policy of BDO LLP is to recharge this expense on the basis of a figure based upon the number of creditors with whom we have to communicate and report during the insolvency. This is the method of calculation that was historically provided under statutory orders for the Official Receiver.

In respect of the Liquidation of Killby & Gayford Limited we propose to charge £1.00(plus VAT) per year per creditor. This will cover the disbursement costs of for printing and stationery, together with all photocopying, telephone, email and electronic communication eg webhosting. Creditors will be invited to approve a resolution to this effect.

A further disbursement under this heading is the cost of travel where staff use either their own vehicles or company cars in travelling connected with the insolvency. In these cases a charge of 45p per mile is raised which is in line with the HM Revenue & Customs Approved Mileage Rates (median - less than 10,000 miles per annum) which is the amount the firm pays to staff. Where costs are incurred in respect of mileage, approval will be sought in accordance with the Insolvency (England and Wales) Rules 2016 to recover this disbursement.

Where applicable, all disbursements will be subject to VAT at the prevailing rate.

Summary of Time Charged and Rates Applicable for the Period From 24/04/2017 to 23/04/2018

Description	PARTNER		MANAGER		ASSISTANT MANAGER		SENIOR ADMINISTRATOR		ADMINISTRATOR		OTHER STAFF		GRAND TOTAL		AV RD
	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	
D. General Administration	0.10	52.00	11.65	4,610.75	0.60	74.40	0.75	91.40	6.05	590.85	3.55	293.15	22.70	5,712.55	251.6
E. Assets Realisation/Dealing			8.75	3,641.75									8.75	3,641.75	416.2
H. Creditors Claims			4.75	1,841.50					4.00	408.00	0.75	64.95	9.50	2,314.45	243.6
I. Reporting			8.00	2,983.50					2.40	160.80	1.65	140.75	12.05	3,285.05	272.6
J. Distribution and Closure			0.50	185.50									0.50	185.50	371.0
	0.10	52.00	33.65	13,263.00	0.60	74.40	0.75	91.40	12.45	1,159.65	5.95	498.85			

Net Total

Secretarial Expense

Other Disbursements

Billed

Grand Total

53.50	15,139.30
	0.00
	0.00
	0.00
	15,139.30

Name of Assignment

Killby & Gayford Limited - CVL

00185866

Detail of Time Charged and Rates Applicable for the Period From 24/04/2013 to 23/04/2018

Description	PARTNER		MANAGER		ASSISTANT MANAGER		SENIOR ADMINISTRATOR		ADMINISTRATOR		OTHER STAFF		GRAND TOTAL	
	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £
A. Pre Appointment Matters														
01. Conflicts of Interest			0.25	106.75									0.25	106.75
sub total -			0.25	106.75									0.25	106.75
A. Pre Appointment Matters														
B. Steps on Appointment														
02. Statutory Documentation			5.75	1,750.00									5.75	1,750.00
03. Review Company Search			2.75	998.25									2.75	998.25
08. Detail Documentation Review			2.00	726.00									2.00	726.00
12. Setting up Internal Files			0.50	213.50									0.50	213.50
sub total -			11.00	3,687.75									11.00	3,687.75
B. Steps on Appointment														
C. Planning and Strategy														
02. Review Financial Position			2.75	767.25									2.75	767.25
07. Strategy Planning			2.25	627.75									2.25	627.75
sub total -			5.00	1,395.00									5.00	1,395.00
C. Planning and Strategy														
D. General Administration														
01. Insurance Matters			3.50	1,229.75									3.50	1,229.75
02. VAT			14.50	4,458.00					10.85	1,294.85	0.45	38.25	25.80	5,791.10

Detail of Time Charged and Rates Applicable for the Period From 24/04/2013 to 23/04/2018

Description	PARTNER		MANAGER		ASSISTANT MANAGER		SENIOR ADMINISTRATOR		ADMINISTRATOR		OTHER STAFF		GRAND TOTAL	
	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £
03 Taxation			12.25	4,161.75					0.40	48.40	1.55	130.05	14.20	4,340.20
05 Investigations			6.00	1,674.00									6.00	1,674.00
06 Conduct Reports			0.75	209.25									0.75	209.25
07 Receipts Payments Accounts			15.60	4,797.95	0.35	43.40	1.65	276.90	35.55	4,179.35	21.15	1,608.45	74.30	10,908.05
08 Remuneration Issues			6.00	1,780.25									6.00	1,780.25
09 Statutory Matters			1.15	442.20					0.80	53.60			1.95	495.80
15 Gen Admin Correspondence	0.20	100.40	1.00	436.00			0.30	41.50	2.75	233.60	3.15	261.65	7.40	1,073.15
16 Maintain Internal Files			21.00	7,206.00	0.25	31.00							21.25	7,237.00
sub total -	0.20	100.40	81.75	26,395.15	0.60	74.40	1.95	318.40	50.35	5,009.80	26.30	2,038.40	161.15	34,736.55
D. General Administration														
E. Assets Realisation/Dealing														
04 Agent Instruction Liaison			5.00	1,366.00									5.00	1,366.00
07 Debt Collection			102.25	35,305.50									102.25	35,305.50
09 Dealing with other Assets			3.25	1,257.75									3.25	1,257.75
99 Other Matters									0.50	45.50			0.50	45.50

Detail of Time Charged and Rates Applicable for the Period From 24/04/2013 to 23/04/2018

Description	PARTNER		MANAGER		ASSISTANT MANAGER		SENIOR ADMINISTRATOR		ADMINISTRATOR		OTHER STAFF		GRAND TOTAL	
	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £
sub total -														
E. Assets Realisation/Dealing														
F. Trading Related Matters														
99. Other Matters														
sub total -														
F. Trading Related Matters														
G. Employee Matters														
02. Dealing with Employees														
03. EPA Matters														
04. Pension Issues														
99. Other Matters														
sub total -														
G. Employee Matters														
H. Creditor Claims														
01. Validity of charges														
02. Secured Creditors														
03. Preferential Creditors														
04. Non-Preferential Creditors														
06. Other Creditors														

Detail of Time Charged and Rates Applicable for the Period From 24/04/2013 to 23/04/2018

Description	PARTNER		MANAGER		ASSISTANT MANAGER		SENIOR ADMINISTRATOR		ADMINISTRATOR		OTHER STAFF		GRAND TOTAL	
	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £
99 Other Matters									2.70	259.20			2.70	259.20
sub total -			146.70	47,799.15					302.00	37,110.10	9.20	739.70	457.90	85,638.95
H. Creditor Claims														
I. Reporting														
01 Statutory Reporting			1.50	481.50					2.40	160.80	16.20	1,288.10	20.10	1,930.40
02 Reporting to Appointor			19.50	6,141.00									19.50	6,141.00
04 Reporting to Creditors			25.50	8,722.25					2.80	338.40	13.90	1,081.50	42.20	10,142.15
sub total -			46.50	15,344.75					5.20	499.20	30.10	2,369.60	81.80	18,213.55
I. Reporting														
J. Distribution and Closure														
02 Distributions			6.25	2,005.75					65.60	6,670.00			71.85	8,675.75
sub total -			6.25	2,005.75					65.60	6,670.00			71.85	8,675.75
J. Distribution and Closure														
Net Total														198,414.00
Secretarial Expense														0.00
Other Disbursements														0.00
Billed														0.00
Grand Total														198,414.00