

The Insolvency Act 1986

Administrator's progress report

Name of Company
Cyrenians Cymru Cyf - In Administration

Company number
01171209

In the High Court of Justice, Chancery Division, Bristol District
Registry
[full name of court]

Court case number
32 of 2015

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

I / ~~We~~ (a) Alun Evans of Bevan & Buckland, 45 High Street, Haverfordwest, SA61 2BP

administrator(s) of the above company attach a progress report for the period

(b) Insert dates

from

to

(b) 12 June 2016

(b) 11 December 2016

Signed Alun Evans
Joint / Administrator(s)

Dated 12 December 2016

Contact Details

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

BEVAN & BUCKLAND	
Chartered Accountants	
45 High Street, Haverfordwest	
Dyfed SA61 2BP	
Tel 01437 760866 Fax 01437 760078	
DX Number	DX Exchange

When you have completed and signed this form please send it to the Registrar of Companies at
Companies House, Crown Way, Cardiff, CF14 3UZ
DY 33050 Cardiff



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WEDNESDAY

CYRENIANS CYMRU CYF - IN ADMINISTRATION

PROGRESS REPORT OF THE ADMINISTRATION PURSUANT TO RULE 2 47 OF THE INSOLVENCY RULES 1986

Six months ended.- 11 December 2016

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CYRENIANS CYMRU CYF - IN ADMINISTRATION

PROGRESS REPORT OF THE ADMINISTRATION PURSUANT TO RULE 2.47 OF THE INSOLVENCY RULES 1986

1. COURT DETAILS

1 1 High Court of Justice, Chancery Division, Bristol District Registry
Bristol Civil and Family Justice Centre
Redcliff Street
Bristol
BS1 6GR

1 2 Court number 32 of 2015

2. COMPANY DETAILS

2 1 The company was incorporated on 22 May 1974 as Swansea Cyrenians Ltd. The company name was changed to Cyrenians Cymru Cyf on 22 January 1997.

2 2 The company registration number is 01171209.

2 3 The company's operating addresses were

- o 123-125 Walter Road, Swansea, SA1 5RF
- o Dragon Arts & Learning Centre, 54 Morfa Road, Swansea, SA1 2EN
- o Cyrenians Community Centre, St Matthews Church, High Street, Swansea, SA1 1LW
- o Paxton Street Hostel, 1a Paxton Street, Swansea, SA1 3SQ
- o Ty Betty, 1 Tontine Street, Swansea, SA1 5BP
- o Cyrenians Employment Support Agency, St Mary Square, Swansea, SA1 3LP
- o Cefn Golau Farm, Gowerton, Swansea, SA4 3HS
- o Hafod Yard, 1333 Neath Road, Swansea, SA1 3LF

2 4 The company's former registered offices are

- o Cornhill Chambers, Christina Street, Swansea, SA1 4EU
- o 37 Walter Road, Swansea, SA1 5NW
- o 60 Mansel Street, Swansea, SA1 5TF
- o 124 Walter Road, Swansea, SA1 5RG
- o 124-5 Walter Road, Swansea, SA1 5RF

2 5 The company's current registered office is 45 High Street, Haverfordwest, SA61 2BP.

3. ADMINISTRATOR'S DETAILS

Alun Evans of Bevan & Buckland, 45 High Street, Haverfordwest, SA61 2BP was appointed Administrator on 27 January 2015 by the company directors, Mr C Chapple, Ms J Miller, Ms L Penn, Mr M A Sheridan, Ms J Tomlinson and Ms M Wales.

The appointors are the company directors, as above. Their address details are available at Companies House.

4. DETAILS OF EXTENSIONS

4 1 It was necessary to extend the period of the administration for the maximum of 12 months until 27 January 2017. This was completed with the consent of creditors on 11 January 2016. The extension was required to allow the assets of the company as detailed in my previous reports to be sold. Both properties have now been sold and the funds are held on account.

5. ADMINISTRATOR'S REMUNERATION

5 1 In accordance with the proposals approved at the meeting of creditors on 7 April 2015, the creditors resolved that as no creditors' committee was formed, the Administrator's remuneration

CYRENIANS CYMRU CYF – IN ADMINISTRATION
PROGRESS REPORT
11 December 2016

should be based on the time properly spent on the Administration in accordance with the Insolvency Rule 2 106(2)(b)

- 5 2 Remuneration has been fixed by reference to time properly given in attending to matters arising in the administration Details of time spent and chargeable hours covering the administrations of Cyrenians Cymru Cyf and Cyrenians Employment and Training Ltd are as follows -

	Total 27 January 2015 to 11 December 2016	Current period 12 June 2016 to 11 December 2016
Hours spent	685 00	38 00
Chargeable time	£95,275 50	£4,612 50

Details of the time spent and chargeable hours covering the administration of Cyrenians Cymru Cyf are as follows -

	Total 27 January 2015 to 11 December 2016	Current period 12 June 2016 to 11 December 2016
Hours spent	658 80	38 00
Chargeable time	£92,000 30	£4,612 50

To date no remuneration has been drawn Two time and charge out summaries are attached at Appendix 3 and 4, respectively

- 5 3 To date the total Administrator's disbursements include the following

	£
• Four London Gazette notices (two for CC & two for CET)	369 60
• Registry Trust CCJ search (for CC and CET)	8 00
• Insolvency bond (for CC and CET)	439 20
• Companies House charges (for CC)	7 00
• EPC on Morfa Road (For CC)	240 00
• Welsh Water bill on Morfa Road (For CC)	140 66
• Welsh Water bill on the Church(For CC)	210 69
• PES Systems - alarms on the Church (For CC)	466 56
• PES Systems - alarms on Morfa Road (For CC)	<u>710 21</u>
Total	<u>2,591.92</u>

6 ADMINISTRATOR'S EXPENSES

- 6 1 As stated in the Administrator's proposals the sum of £1,027 80 including VAT was incurred since the date of my appointment The further sum of £1,368 57 including VAT was incurred up to the date of my first report The sum of £195 55 was incurred up to the date of my second report No expenses were incurred up to the date of my last two reports

All the above remain outstanding and will be paid from funds in hand

7. PROGRESS OF THE ADMINISTRATION

- 7 1 As will be noted from the attached receipts and payments account the following sums have been realised to date (not including bank interest) -

	£
City and Council of Swansea (Supporting People)	70,919 99
City and Council of Swansea (Housing benefit)	17,113 28
Sale of Iveco van	2,475 00
Funds to cover insurance on furniture scheme	100 00
Welsh Water refund	515 36
Dragon Arts - mini bus	150 00
Cash from Head Office	875 50

CYRENIANS CYMRU CYF– IN ADMINISTRATION
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	£
King Davies & Partners (legal costs Hafod Yard)	240 00
British Gas refund (Church account)	7,465 91
Scottish Power refund (124 Walter Road & Flat 3 Matthews Court)	2,426 93
Swansea Council (tax refund Flat 1 John Morris House)	135 35
Gwalia - CHAPS Insurance	106 00
Standard Life refund	1,645 97
Co-Op Bank account credit balance	15,394 34
Sale proceeds - Morfa Road	210,000 00
Sale proceeds - St Matthews Church	<u>80,300 00</u>
Total	<u>409,863.63</u>

- 7 2 The sale of the company's property at St Matthews Church was completed on 13 May 2016 at a sale price of £80,300
- 7 3 The sale of the company's property at Morfa Road was completed on 16 February 2016 at a sale price of £210,000
- 7 4 The two vehicles noted in the proposals (Iveco van and mini bus) have been sold for £2,475 and £150 respectively
- 7 5 The equipment valued at £3,000 in the statement of affairs is considered unrealisable as the cost of sale would exceed anticipated realisations
- 7 6 I have been in contact with the police regarding the alleged fraud and also with the company's solicitors regarding any claims I am also seeking my own legal advice This matter is ongoing
- 7 7 Payments have been made from the funds realised as per the attached receipts and payments account The details are as follows

CO-OP Bank

The sums of £66,015 70 and £30,784 45 have been paid from the sale proceeds of Morfa Road and St Matthews Church, respectively, in settlement of the bank's fixed charges The company also held a current account with the bank and the credit balance of £15,394 34 was used in part payment of the charge over the Church

Agents fees and commission

The following sums have been paid to my agents Rowland Jones Chartered Surveyors in relation to the valuations of the company assets and commission on sales

Asset	Amount
Iveco van	£ 384 38 plus VAT
Morfa Road	£5,479 40 plus VAT
St Matthews Church	£2,766 00 plus VAT

Indemnity policy

The sum of £140 has been paid on the sale of Morfa Road for the indemnity insurance

Premium to Church in Wales

The sum of £5,000 has been paid on the sale of the Church to the landlord, The Church in Wales

Fee on surrender

The sum of £40 has been paid on the sale of the church as the surrender fee

The Ivy Bush Royal Hotel

The sum of £85 plus VAT has been paid for the costs in holding the initial creditors meeting on 7 April 2015

Employees

The sum of £49,797 00 has been paid to the members of staff who were employed on projects funded by the Swansea Supporting People Group. The amount paid covered the January and February payroll to 10 February 2015

HMRC (PAYE & NI)

The sum of £11,816 20 has been paid over to HMRC to cover the PAYE and NI due for the staff working on the Supporting People projects

DWP

The sum of £14 28 has been paid to the DWP for an attachment of earnings on one member of staff employed on the Supporting People projects

Dwr Cymru

The total sum of £177 15 has been paid to Dwr Cymru in relation to the final accounts due for the period 27 January 2015 to 10 February 2015 for six of the charity's projects

In addition the sum of £207 63 has been paid to Dwr Cymru in relation to the ongoing and final accounts for Morfa Road and the Church

SSE

The sum of £813 72 plus VAT has been paid to SSE for the final account due for the period 27 January 2015 to 10 February 2015 for the project at John Morris House

In addition the sum of £2,873 39 plus VAT has been paid to SSE for the ongoing and final gas and electricity at St Matthews Church

Scottish Power

The total sum of £366 65 plus VAT has been paid to Scottish Power in relation to the final accounts due for the period 27 January 2015 to 10 February 2015 for five of the charity's projects

British Gas

The sum of £705 94 plus VAT has been paid to British Gas for the ongoing and final electricity account at Morfa Road

CNG

The sum of £16 62 plus VAT has been paid to CNG in relation to the ongoing and final gas account at St Matthews Church

JD Locksmiths

The sum of £465 00 has been paid to JD Locksmiths in relation to the costs to change the locks at the two properties owned by the charity - St Matthews Church and Morfa Road. This work was carried out in order to ensure the security of the buildings as the location of all keys could not be clarified

Class Telecom

The sum of £239 37 plus VAT has been paid to Class Telecom (Class Affinity Projects Ltd) in relation to the final accounts due for the period 27 January 2015 to 10 February 2015

Micross IT and Micross Apps

The sum of £244 62 plus VAT has been paid to Micross in relation to the final account due for the period 27 January 2015 to 10 February 2015 This covers IT support

Bevan & Buckland

The sum of £250 plus VAT has been paid to Bevan & Buckland (Swansea office) in relation to payroll work carried out for the January 2015 and part February 2015 payroll This enabled the payments to staff at the Supporting People projects

Michelmores (Church in Wales)

The sum of £1,000 plus VAT has been paid to my solicitor to cover the Church in Wales' legal costs in relation to the new lease on St Matthews Church

Michelmores (Hafod Yard)

The sum of £200 plus VAT has been paid to my solicitors in relation to legal costs incurred in the assignment of the lease at Hafod Yard This sum was covered by the new leaseholders The additional sum of £172 00 plus VAT was paid by the new leaseholders direct to my solicitor

Michelmores fees and disbursements

The sums of £2,148 50 plus VAT and £4,417 50 plus VAT have been paid to my solicitors following the completion of the sale of Morfa Road and the Church respectively This represents the costs in dealing with the protracted sales, correspondence with my agents (Rowland Jones), the purchasers, their solicitors, the Church in Wales and the chargeholder

In addition the sum of £7,441 50 plus VAT has been paid to my solicitors for work carried out in relation to matters arising during the administration This includes employee queries, assignment and surrender of leases and advice on the position with regards to the potential fraud

In addition the sum of £3,201 50 plus VAT has been paid to my solicitors representing their pre-appointment costs and disbursements as noted in the original proposals

Grŵp Gwalia (head office costs)

The sum of £1,615 33 has been paid to Gwalia to cover the rent on the premises of 123-125 Walter Road and on the three flats at St Matthews Court for the period 27 January - 10 February 2015

Grŵp Gwalia (Clearance of Walter Road)

The sum of £1,433 has been paid to Gwalia as the landlord of 123-125 Walter Road This covered the clearance of items left following the administration of the company

Marsh Insurance

The sum of £13,926 87 has been paid to my insurers for cover over Cefn Golau Farm, the vehicles, Morfa Road, the Church and employers liability

PES Systems

The sum of £388 80 had been paid to cover the alarm system at the Church

CHAPS fee

The bank fee of £20 was incurred in making payment to one Supporting People project member
Due to the delay calculating the payment the funds were required as soon as possible

8. ASSETS REMAINING TO BE REALISED

- 8 1 A summary of the Administrator's receipts and payments account from the date of appointment on 27 January 2015 to 11 December 2016 is attached at Appendix 1
- 8 2 There are no assets of the business remaining to be realised

9. PREFERENTIAL CREDITORS

- 9 1 Employee preferential creditors were estimated at £28,969 in the statement of affairs. The claim now received from the Redundancy Payments Service is in the sum of £39,057 17. This has increased from the amount noted in my last report as a revised claim including the pension claim has now been received. The revised estimated amount owed to employees from the Administration is £4,329 17.

10. SECURED CREDITORS

- 10 1 The amount owed to the secured creditor under a fixed and floating charge, £112,194 49, has been settled as follows

Narrative	£
Amount outstanding	<u>112,194.49</u>
Paid as follows	
Sale of Morfa Road	66,015 70
Sale of St Matthews Church	30,784 45
Set off of credit balance on bank account	<u>15,394.34</u>
Amount settled	<u>112,194.49</u>

11. UNSECURED CREDITORS

- 11 1 Unsecured claims were estimated in the statement of affairs at £886,325 including employee claims. I have received correspondence from several creditors and claims are currently estimated at £1,813,836 65 including estimated employee claims. The majority of claims are still to be received. I have received a claim from WEFO in the sum of £1,400,000. This claim has been received as WEFO are unable to confirm that the funds provided were used for charitable purposes. Also joint creditors have now been allocated separately to Cyrenians Cymru Cyf and Cyrenians Employment and Training Ltd.

12. INVESTIGATION

- 12 1 I have carried out a review of the company's affairs and have submitted my report to the Secretary of State for Business, Innovation and Skills under the Company Directors Disqualification Act.

13. CREDITORS' RIGHTS

- 13 1 Under Rule 2 48A of the Insolvency Rules 1986 an unsecured creditor may, with the permission of the court or with the concurrence of 5% in value of the unsecured creditors (including the creditor in question) request further details of the Administrator's remuneration and expenses, within 21 days of receipt of this report. Any secured creditor may request the same details in the same time limit.
- 13 2 Additionally under Rule 2 109 of the Insolvency Rules 1986, an unsecured creditor may, with the permission of the court or with the concurrence of 10% in value of the creditors (including the

creditor in question), apply to court to challenge the amount and/or basis of the Administrator's fees and the amount of any proposed expenses or expenses already incurred, within 8 weeks of receipt of this report. Any secured creditor may make a similar application to court within the same time limit.

14. PRE-ADMINISTRATION COSTS

14.1 The original proposals stated that the pre-administration costs were as follows

- i Fees charged by the Administrator - £5,646.60 plus VAT
- ii Expenses incurred by the Administrator - all post appointment
- iii Fees charged by my solicitors - £3,098.50 plus VAT
- iv Expenses incurred by my solicitors - £103
- v Fees charged by Bevan and Buckland (Swansea) - £1,850 plus VAT

14.2 Approval was obtained from creditors at a meeting on 7 April 2015 for the pre-administration costs as noted above to be paid from the funds realised within the Administration.

14.3 The costs incurred by my solicitor have now been paid following the completion of the sale of the Church on 13 May 2016. The costs incurred by the administrator and Bevan & Buckland (Swansea) remain outstanding.

15. CONCLUSION

15.1 The Administration continues in order that the purpose of the administration as set out in the administrator's proposals may be achieved.

15.2 As outlined above the period of the administration was extended with the consent of creditors to 27 January 2017.

15.3 Following the receipt and payment of all final invoices the funds remaining on the fixed charge account have been transferred to the floating charge account. It is anticipated that the company will exit administration by way of a creditors voluntary liquidation. This will be progressed once the claim from the RPS is agreed and preferential creditors have been paid.



Alun Evans
Administrator

Dated this 11 day of December 2016

Bevan and Buckland
45 High Street
Haverfordwest
SA61 2BP

Date of appointment – 27 January 2015

APPENDIX 1

CYRENIANS CYMRU CYF - IN ADMINISTRATION FIXED CHARGE ACCOUNT

RECEIPTS AND PAYMENTS ACCOUNT FOR THE PERIOD 27 JANUARY 2015 TO 11 DECEMBER 2016

	27/01/15 TO 11/06/16 FIXED £	12/06/16 TO 11/12/16 FIXED £	TOTAL £
RECEIPTS			
Co-Op Bank account credit balance	15,394 34	-	15,394 34
Sale proceeds - Morfa Road	210,000 00	-	210,000 00
Sale proceeds - St Matthews Church	80,300 00	-	80,300 00
Interest	5 61	105 99	111 60
	<u>305,699 95</u>	<u>105 99</u>	<u>305,805 94</u>
PAYMENTS			
CO-OP Bank (Debenture holder)	112,194 49	-	112,194 49
Agents fees & commission (Morfa Road)	5,479 40	-	5,479 40
Agents fees & commission (Church)	2,766 00	-	2,766 00
Indemnity policy (Morfa Road)	140 00	-	140 00
Premium to Church in Wales	5,000 00	-	5,000 00
Fee on surrender (Church)	40 00	-	40 00
Dwr Cymru (Morfa Road)	48 09	-	48 09
Dwr Cymru (Church)	159 54	-	159 54
SSE (Church electric & gas)	2,717 69	8 41	2,726 10
British Gas (Morfa Electric)	705 94	-	705 94
CNG (Church)	14 71	1 91	16 62
JD Locksmiths (locks on Morfa Road and Church)	465 00	-	465 00
Michelmores (Church in Wales lease costs)	1,000 00	-	1,000 00
Michelmores fees and disbursements (Morfa Road)	2,148 50	-	2,148 50
Michelmores fees and disbursements (Church)	4,417 50	-	4,417 50
Marsh Insurance	13,366 13	-	13,366 13
PES Systems	388 80	-	388 80
Transfer to floating charge account	-	151,331 28	151,331 28
VAT	3,412 03	0 52	3,412 55
	<u>154,463 82</u>	<u>151,342 12</u>	<u>305,805 94</u>
Balance on account	151,236 13	-151,236 13	0 00

**CYRENIANS CYMRU CYF - IN ADMINISTRATION
FLOATING CHARGE ACCOUNT**

APPENDIX 2

**RECEIPTS AND PAYMENTS ACCOUNT FOR THE PERIOD
27 JANUARY 2015 TO 11 DECEMBER 2016**

	27/01/15 TO 11/06/16 FLOATING £	12/06/16 TO 11/12/16 FLOATING £	TOTAL £
RECEIPTS			
City and Council of Swansea (Supporting People)	70,919 99	-	70,919 99
City and Council of Swansea (Housing benefit)	17,113 28	-	17,113 28
Sale of Iveco van	2,475 00	-	2,475 00
Funds to cover insurance on furniture scheme	100 00	-	100 00
Welsh Water refund	515 36	-	515 36
Dragon Arts - mini bus	150 00	-	150 00
Cash from head office	875 50	-	875 50
King Davies and Partners Solicitors (legal costs Hafod Yard)	200 00	-	200 00
British Gas refund (Church account)	7,465 91	-	7,465 91
Scottish Power refund (124 Walter Road & Flat 3 Matthews Court)	2,426 93	-	2,426 93
Swansea Council (tax refund Flat 1 John Morns House)	135 35	-	135 35
Gwalia - CHAPS insurance	106 00	-	106 00
Standard Life refund	1,645 97	-	1,645 97
Transfer from fixed charge account	-	151,331 28	151,331 28
Interest	28 31	12 87	41 18
VAT	40 00	-	40 00
	<u>104,197 60</u>	<u>151,344 15</u>	<u>255,541 75</u>
PAYMENTS			
Agents fees & commission (sale of Iveco van)	384 38	-	384 38
The Ivy Bush Royal Hotel (initial meeting)	85 00	-	85 00
Employees (funded by supporting people)	49,797 00	-	49,797 00
HMRC (PAYE & NI) for employees funded by Supporting People)	11,816 20	-	11,816 20
DWP (L Wensley (supporting people)	14 28	-	14 28
Dwr Cymru (Paxton Street)	16 79	-	16 79
Dwr Cymru (Walter Road)	103 81	-	103 81
Dwr Cymru (TY Betty)	22 88	-	22 88
Dwr Cymru (Hafod Yard)	19 51	-	19 51
Dwr Cymru (Cefn Golau)	9 51	-	9 51
Dwr Cymru (12 St Mary's Square)	4 65	-	4 65
SSE (John Morns House)	813 72	-	813 72
SSE (Church electric & gas)	147 29	-	147 29
Scottish Power (Hafod Yard)	3 54	-	3 54
Scottish Power (123 Walter Road)	285 48	-	285 48
Scottish Power (124 Walter Road gas)	6 74	-	6 74
Scottish Power (124 Walter Road elec)	66 57	-	66 57
Scottish Power (125 Walter Road elec)	4 32	-	4 32
Class Telecom (Class Affinity Projects Ltd)	239 37	-	239 37
Micross IT & Micross Apps	244 62	-	244 62
Bevan and Buckland (payroll)	250 00	-	250 00
Michelmores (Hafod Yard)	200 00	-	200 00
Michelmores fees and disbursements	7,115 00	326 50	7,441 50
Michelmores fees and disbursements (Pre administration costs)	3,201 50	-	3,201 50
Grŵp Gwalia (head office costs)	1,615 33	-	1,615 33
Grŵp Gwalia (clearance of Walter Road)	1,433 00	-	1,433 00
Marsh insurance	560 74	-	560 74
CHAPS fee	20 00	-	20 00
VAT	2,536 56	65 30	2,601 86
	<u>81,017 79</u>	<u>391 80</u>	<u>81,409 59</u>
Balance on account	<u>23,179 81</u>	<u>150,952 35</u>	<u>174,132 16</u>

**CYRENIANS CYMRU CYF - IN ADMINISTRATION
CYRENIANS EMPLOYMENT AND TRAINING LTD - IN ADMINISTRATION**

TIME AND CHARGE OUT SUMMARY (27 January 2015 - 11 December 2016)

Classification of work function	Hours					Time Cost £	Average hourly rate £
	Partner (AE)	Manager (MR)	Other Senior Professionals (BMD, VAB)	Assistants & Support Staff (CSZ, LF, TD, JS, ACZ) (CJT, SLJ)	Total Hours		
Administration and planning	63.6	4.9	474.7	2.1	545.3	72,314.70	132.61
Investigations	0.4		11.9		12.3	1,421.20	115.54
Realisation of assets	20.4	0.2	16.8		37.4	8,672.40	231.88
Trading							
Creditors	17.5		51.6		69.1	11,563.60	167.35
Case Specific matters (specify payroll / Annual return				20.9	20.9	1,303.60	62.37
Total hours	101.9	5.1	555.0	23.0	685.0		
Total chargeable costs £	32,902.00	918.00	60,009.10	1,446.40		95,275.50	139.09
Total fees claimed (£)							

APPENDIX 3

CYRENIANS CYMRU CYF - IN ADMINISTRATION
CYRENIANS EMPLOYMENT AND TRAINING LTD - IN ADMINISTRATION
TIME AND CHARGE OUT SUMMARY (12 June 2016 - 11 December 2016)

Classification of work function	Hours					Total Hours	Time Cost £	Average hourly rate £
	Partner (AE)	Manager (MR)	Other Senior Professionals (BMD, VAB)	Assistants & Support Staff (CSZ, LF, TD, JS, ACZ) (CJT, SLJ)				
Administration and planning	2.0		18.8			20.8	2,533.50	121.80
Investigations								
Realisation of assets	0.5					0.5	90.00	180.00
Trading								
Creditors	0.4		15.0			15.4	1,872.00	121.56
Case Specific matters (specify payroll / Annual return)				1.3		1.3	117.00	90.00
Total hours	2.9	0.0	33.8	1.3		38.0		
Total chargeable costs £	522.00		3,973.50	117.00			4,612.50	121.38
Total fees claimed (£)								

APPENDIX 4