

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



Companies House

FRIDAY



A16 \*A918YZ3E\* #302  
20/03/2020  
COMPANIES HOUSE

### 1 Company details

Company number 0 1 9 3 9 2 5 8

Company name in full YWC Group Limited t/a Yorkshire Windows

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

### 2 Liquidator's name

Full forename(s) Adrian

Surname Graham

### 3 Liquidator's address

Building name/number 4th Floor, Fountain Precinct

Street Leopold Street

Post town Sheffield

County/Region

Postcode S 1 2 J A

Country

### 4 Liquidator's name ①

Full forename(s)

Surname

① Other liquidator  
Use this section to tell us about another liquidator.

### 5 Liquidator's address ②

Building name/number

Street

Post town

County/Region

Postcode

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	1	d	9	m	0	m	1	y	2	y	0	y	1	y	9	
To date	d	1	d	8	m	0	m	1	y	2	y	0	y	2	y	0	

**7** Progress report

☒ The progress report is attached


**8** Sign and date

Liquidator's signature	Signature																
	X <i>Alhane</i> X																
Signature date	d	1	d	6	m	0	m	3	y	2	y	0	y	2	y	0	

**YWC Group Limited t/a Yorkshire Windows**  
**(In Liquidation)**  
**Liquidator's Summary of Receipts & Payments**

Statement of Affairs £		From 19/01/2019 To 18/01/2020 £	From 19/01/2017 To 18/01/2020 £
	<b>SECURED ASSETS</b>		
Uncertain	Goodwill	NIL	22,000.00
235,500.00	Book Debts	NIL	NIL
		NIL	22,000.00
	<b>SECURED CREDITORS</b>		
(209,000.00)	Stepping Stone Finance Ltd	NIL	NIL
		NIL	NIL
	<b>ASSET REALISATIONS</b>		
30,320.00	Plant & Machinery	NIL	56,181.00
	Office Furniture & Equipment	NIL	30.00
900.00	Motor Vehicles	NIL	1,666.67
Uncertain	Stock	NIL	6,083.33
Uncertain	WIP	NIL	51,914.84
Uncertain	Shares & Investments	NIL	NIL
	Business Rates Refund	NIL	1,444.41
	VAT Refund	NIL	2,718.68
	Insurance Refund	NIL	348.95
33,912.87	Cash at Bank	NIL	30,949.09
	Bank Interest Gross	23.80	75.00
	Utility Refund	NIL	4,754.87
	Recovery from Director	NIL	1,100.00
	Suspense Account	NIL	65.00
	Cash Held at Premises	NIL	1,426.97
		23.80	158,758.81
	<b>COST OF REALISATIONS</b>		
	Statement of Affairs Fee	NIL	15,000.00
	Liquidators Fees	NIL	65,000.00
	Agents Fees	NIL	27,804.65
	Legal Fees	3,341.00	21,200.50
	Legal Disbursements	NIL	1.00
	Statutory Advertising	NIL	237.00
	Rents Payable	NIL	5,000.00
	Other Property Expenses	NIL	3,495.63
	Insurance of Assets	NIL	275.00
		(3,341.00)	(138,013.78)
	<b>PREFERENTIAL CREDITORS</b>		
(30,131.72)	Employees (estimated)	NIL	NIL
		NIL	NIL
	<b>UNSECURED CREDITORS</b>		
(1,560,344.66)	Trade & Expense Creditors	NIL	NIL
(479,940.50)	Employees (estimated)	NIL	NIL
(23,907.62)	Finance Companies	NIL	NIL
(36,438.20)	HM Revenue & Customs (PAYE/NIC/C	NIL	NIL
(30,000.00)	HM Revenue & Customs (VAT)	NIL	NIL
(103,978.17)	Landlords	NIL	NIL
(89,275.00)	Sub-Contractors	NIL	NIL
(97,810.20)	Commission Sellers	NIL	NIL
		NIL	NIL
	<b>DISTRIBUTIONS</b>		
60,800.00	Ordinary Shareholders	NIL	NIL
		NIL	NIL
<b>(2,299,393.20)</b>		<b>(3,317.20)</b>	<b>42,745.03</b>
	<b>REPRESENTED BY</b>		

**YWC Group Limited t/a Yorkshire Windows  
(In Liquidation)  
Liquidator's Summary of Receipts & Payments**

Statement of Affairs £	From 19/01/2019 To 18/01/2020 £	From 19/01/2017 To 18/01/2020 £
REPRESENTED BY CONTINUED		
Vat Receivable		868.20
Bank 1 Current		41,876.83
		<b>42,745.03</b>
		
		Adrian Graham Liquidator

# **Liquidator's Annual Progress Report to Creditors and Members**

**YWC Group Limited t/a Yorkshire Windows  
- In Liquidation**

**16 March 2019**

## **YWC GROUP LIMITED T/A YORKSHIRE WINDOWS - IN LIQUIDATION**

### **CONTENTS**

- 1** Introduction and Statutory Information
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- 5** Creditors' Rights
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- B** Time Analysis for the Period 19 January 2019 to 18 January 2020
- C** Liquidator Fees Estimate
- D** Cumulative Time Analysis since the Liquidator's Appointment
- E** Additional Information in Relation to the Liquidator's Fees, Expenses & Disbursements

## **YWC GROUP LIMITED T/A YORKSHIRE WINDOWS - IN LIQUIDATION**

### **1 Introduction and Statutory Information**

- 1.1 I, Adrian Graham of Graywoods, 4th Floor, Fountain Precinct, Leopold Street, Sheffield, S1 2JA, was appointed as Liquidator of YWC Group Limited t/a Yorkshire Windows (the Company) on 19 January 2017. This progress report covers the period from 19 January 2019 to 18 January 2020 (the Period) and should be read in conjunction with any previous progress reports which have been issued.
- 1.2 Information about the way that we will use and store personal data on insolvency appointments can be found at [www.graywoods.co.uk/privacy-notice](http://www.graywoods.co.uk/privacy-notice). If you are unable to download this, please contact us and a hard copy will be provided to you.
- 1.3 The principal trading address of the Company was Hellaby Industrial Estate, Hellaby, Rotherham, South Yorkshire, S66 8HN. The business traded under the name Yorkshire Windows.
- 1.4 The registered office of the Company was changed from Hellaby Industrial Estate, Hellaby, Rotherham, South Yorkshire, S66 8HN to 4th Floor, Fountain Precinct, Leopold Street, Sheffield, S1 2JA and its registered number is 01939258.

### **2 Progress of the Liquidation**

- 2.1 This section of the report provides creditors with an update on the progress made in the liquidation during the Period and an explanation of the work done by the Liquidator and his staff.
- 2.2 At Appendix A is my Receipts and Payments Account for the Period together with a cumulative Receipts and Payments Account for the period from the date of my appointment as Liquidator to the end of the Period.

#### ***Administration (including statutory compliance & reporting)***

- 2.3 As you may be aware, the Liquidator must comply with certain statutory obligations under the Insolvency Act 1986 and other related legislation. Details about the work I anticipated undertaking in this regard was outlined previously and I would confirm that during the Period the following has been undertaken:
  - Preparing and issuing annual progress reports to members and creditors
  - Lodging periodic returns with the Registrar of Companies for the liquidation
  - Complying with statutory duties in respect of the liquidator's specific penalty bond
  - Update of case files on the firm's insolvency software
  - Periodic case progression reviews (typically at the end of Month 1, Month 3 and every 6 months thereafter)
  - Maintaining and managing the liquidation estate cashbook and bank account
  - Maintaining physical case files and electronic case details on our case management system
  - Dealing with all routine correspondence
  - Case planning and administration
- 2.4 Where the costs of statutory compliance work or reporting to creditors exceeds the initial estimate, it will usually be because the duration of the case has taken longer than anticipated, possibly due to protracted asset realisations, which have in turn placed a further statutory reporting requirement on the Liquidator.
- 2.5 As noted in my initial fees estimate/information, this work will not necessarily bring any financial benefit to creditors but is required on every case by statute.

#### ***Realisation of Assets***

##### **Book Debts**

- 2.6 The Company's book debts are subject to a fixed charge with Stepping Stone Finance Ltd. Contract Recovery Solutions Ltd were instructed by the chargeholder to collect the debts. From

## YWC GROUP LIMITED T/A YORKSHIRE WINDOWS - IN LIQUIDATION

correspondence provided the dispute with the major debtor remains ongoing with legal action continuing. Further information will be provided in due course.

### Bank Interest

- 2.7 Bank interest of £23.80 was received during the Period.

### **Payments**

#### Legal Fees

- 2.8 An amount of £3,341.00 was paid during the Period in respect of Legal Fees to Lupton Fawcett LLP.
- 2.9 It is considered that the work the Liquidator and his staff have undertaken to date will bring a financial benefit to creditors. This may be a distribution to secured creditors of the Company only (from which a Prescribed Part fund may be derived for the benefit of unsecured creditors) or may, depending on realisations and the extent of any 3rd party security, result in a distribution to the preferential and unsecured creditors of the Company.

### **Creditors (claims and distributions)**

- 2.10 Further information on the anticipated outcome for creditors in this case can be found at section 3 of this report. A Liquidator is not only required to deal with correspondence and claims from unsecured creditors (which may include retention of title claims), but also those of any secured and preferential creditors of the Company. This may involve separate reporting to any secured creditor and dealing with distributions from asset realisations caught under their security, most typically a debenture.
- 2.11 Claims from preferential creditors typically involve employee claims and payments made on behalf of the Company by the Redundancy Payments Service following dismissal. Further details can be found at section 3 below.
- 2.12 The following duties have been undertaken during the Period:
- Dealing with employees to provide support and assistance in lodging any claims they may be entitled to make for unpaid wages, holiday pay and other statutory entitlements from the National Insurance Fund and the Company. Liaising with (or appointing) union representatives and payroll providers and reviewing employment contracts as necessary
  - Dealing with creditor queries
  - Review creditor claims received and maintain creditor information on the case management system
  - Liaison with secured creditors, obtaining charge documents and validating the security
- 2.13 The above work will not necessarily bring any financial benefit to creditors generally, however a Liquidator is required by statute to undertake this work. Similarly, if a distribution is to be paid to any class of creditor, work will be required to agree those claims and process the dividend payments to each relevant class of creditor. The more creditors a company has, the more time and cost will be involved by the Liquidator in dealing with those claims.
- 2.14 I consider the following matters worth noting in my report to creditors at this stage:
- There are approximately 243 unsecured trade creditor claims in this case with a value per the directors' statement of affairs of £1,560,344.66
  - There is one secured creditor who is owed approximately £209,000.00
  - Dealing with the claims of 83 employees
  - I anticipate claims from preferential creditors totalling £30,131.72



## **YWC GROUP LIMITED T/A YORKSHIRE WINDOWS - IN LIQUIDATION**

### ***Investigations***

- 2.15 You may recall from my first progress report to creditors that some of the work the Liquidator is required to undertake is to comply with legislation such as the Company Directors' Disqualification Act 1986 (CDDA 1986) and Statement of Insolvency Practice 2 – Investigations by Office Holders in Administration and Insolvent Liquidations and may not necessarily bring any financial benefit to creditors, unless these investigations reveal potential asset recoveries that the Liquidator can pursue for the benefit of creditors.
- 2.16 My report on the conduct of the Directors of the Company to the Department for Business, Energy & Industrial Strategy under the CDDA 1986 was submitted during the first year of the liquidation and is confidential.
- 2.17 Since my last progress report I would advise that no further asset realisations have come to light that may be pursued by me for the benefit of creditors. Creditors will be aware from my previous report that investigations were ongoing with regards to the solvency of the Company prior to the liquidation. The quality of the Company's records seriously hampered our ability to establish when exactly this occurred. Meetings were held with the directors to try and assist with this. However, due to the lack of evidence to support any action our solicitors advised to cease any action.
- 2.18 The following duties have been undertaken during the Period:
- Correspondence with director and banks
  - Making enquiries with the Company's creditors
  - Following up creditor queries
  - Extensive correspondence with solicitors
  - Meetings with directors and solicitors

### ***Other/Case Specific Matters***

- 2.19 The following duties have been undertaken during the Period:
- Dealing with all post-appointment corporation tax and VAT compliance
  - Attendance at meetings
- 2.20 These tasks do not necessarily produce any direct financial benefit for creditors, but nonetheless still have to be undertaken.

### ***Matters still to be dealt with***

- 2.21 Awaiting the outcome of the legal action being taken by the Company's chargeholder to establish whether there will be a surplus of book debts returned to the Company.

## **3 Creditors**

### ***Secured Creditors***

- 3.1 Stepping Stone Finance Ltd holds a fixed and floating charge over the Company's assets. At the date of the liquidation the indebtedness to the secured creditor was estimated at £209,000.00. No claim has been received.

### ***Preferential Creditors***

- 3.2 Preferential claims of employees for arrears of wages, salary and holiday pay were estimated at £30,131.72. This was in respect of 83 employees.
- 3.3 I would confirm that it is uncertain whether there will be sufficient funds realised after defraying the expenses of the liquidation to pay a dividend to preferential creditors. Any dividend is dependent on the potential surplus from the Company's book debts.

## **YWC GROUP LIMITED T/A YORKSHIRE WINDOWS - IN LIQUIDATION**

### ***Unsecured Creditors***

- 3.4 I received claims totalling £1,813,602.34 from 67 creditors. I have not received claims from 176 creditors whose debts total £297,434.79 as per the Company's statement of affairs. No claims have been agreed.
- 3.5 The Company assigned a floating charge to Stepping Stone Finance Ltd from Centric SPV1 Ltd on 5 January 2017. Accordingly, I am required to create a fund out of the Company's net floating charge property for unsecured creditors (known as the Prescribed Part).
- 3.6 Based on present information, I estimate the value of the Company's net floating charge property to be £0. Arising from this, the value of the unsecured creditors' fund is presently estimated to be £0. Please note that this estimate is subject to fluctuation and the final outcome can only be determined once all asset realisations have been made.
- 3.7 I would confirm that it is anticipated there will be insufficient funds realised after defraying the expenses of the liquidation to pay a dividend to unsecured creditors.

### **4 Liquidator's Remuneration**

- 4.1 The creditors fixed the basis of the Liquidator's remuneration by reference to the time properly spent by him and his staff in managing the Liquidation. My fees estimate/information was originally provided to creditors when the basis of my remuneration was approved and was based on information available to me at that time.
- 4.2 A copy of that estimate is attached at Appendix C.
- 4.3 My time costs for the Period are £4,922.00. This represents 19.80 hours at an average rate of £248.59 per hour. Attached as Appendix B is a Time Analysis which provides details of the activity costs incurred by staff grade during the Period in respect of the costs fixed by reference to time properly spent by me in managing the liquidation. To date, £65,000.00 has been drawn on account. No category 2 disbursements have been drawn.
- 4.4 Also attached as Appendix D is a cumulative Time Analysis for the period from 19 January 2017 to 18 January 2020 which provides details of my time costs since my appointment. The cumulative time costs incurred to date are £112,549.50. This represents 625.40 hours at an average rate of £179.96 per hour.
- 4.5 I may need to review the time costs incurred at a later date and will report to creditors as appropriate.
- 4.6 A copy of 'A Creditors' Guide to Liquidators' Fees' is available on request or can be downloaded from [www.graywoods.co.uk/creditor-portal/](http://www.graywoods.co.uk/creditor-portal/).
- 4.7 Attached as Appendix E is additional information in relation to the Liquidator's fees, expenses and disbursements, including where relevant, information on the use of subcontractors and professional advisers.

### **5 Creditors' Rights**

- 5.1 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) may request in writing that the Liquidator provide further information about his remuneration or expenses which have been itemised in this progress report.
- 5.2 Any secured creditor, or an unsecured creditor (with the concurrence of at least 10% in value of the unsecured creditors) may within 8 weeks of receipt of this progress report make an application

## **YWC GROUP LIMITED T/A YORKSHIRE WINDOWS - IN LIQUIDATION**

to court on the grounds that, in all the circumstances, the basis fixed for the Liquidator's remuneration is inappropriate and/or the remuneration charged or the expenses incurred by the Liquidator, as set out in this progress report, are excessive.

### **6 Next Report**

- 6.1 As noted at 2.23 above I am Awaiting the outcome of the legal action being taken by the Company's chargeholder to establish whether there will be a surplus of book debts returned to the Company. An update will be provided on this together with the progress of the liquidation with my next report to creditors which I am required to deliver within two months of the next anniversary of the liquidation, unless I have concluded matters prior to this, in which case I will write to all creditors with my final account.
- 6.2 If you have any queries in relation to the contents of this report, I can be contacted by telephone on 0114 285 9500 or by fax on 0114 285 9501. Alternatively, please contact Ryan Holdsworth on 0114 285 9507 or by email on [ryan.holdsworth@graywoods.co.uk](mailto:ryan.holdsworth@graywoods.co.uk).

Yours faithfully



**Adrian Graham**  
Liquidator

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## **YWC GROUP LIMITED T/A YORKSHIRE WINDOWS - IN LIQUIDATION**

### **Appendix A**

**Receipts and Payments Account for the Period from 19 January 2019 to 18 January 2020  
together with a cumulative Receipts and Payments Account since the Liquidator's Appointment**

**YWC Group Limited t/a Yorkshire Windows**  
**(In Liquidation)**  
**Liquidator's Summary of Receipts & Payments**

Statement of Affairs £		From 19/01/2019 To 18/01/2020 £	From 19/01/2017 To 18/01/2020 £
	<b>SECURED ASSETS</b>		
Uncertain	Goodwill	NIL	22,000.00
235,500.00	Book Debts	NIL	NIL
		NIL	22,000.00
	<b>SECURED CREDITORS</b>		
(209,000.00)	Stepping Stone Finance Ltd	NIL	NIL
		NIL	NIL
	<b>ASSET REALISATIONS</b>		
30,320.00	Plant & Machinery	NIL	56,181.00
	Office Furniture & Equipment	NIL	30.00
900.00	Motor Vehicles	NIL	1,666.67
Uncertain	Stock	NIL	6,083.33
Uncertain	WIP	NIL	51,914.84
Uncertain	Shares & Investments	NIL	NIL
	Business Rates Refund	NIL	1,444.41
	VAT Refund	NIL	2,718.68
	Insurance Refund	NIL	348.95
33,912.87	Cash at Bank	NIL	30,949.09
	Bank Interest Gross	23.80	75.00
	Utility Refund	NIL	4,754.87
	Recovery from Director	NIL	1,100.00
	Suspense Account	NIL	65.00
	Cash Held at Premises	NIL	1,426.97
		23.80	158,758.81
	<b>COST OF REALISATIONS</b>		
	Statement of Affairs Fee	NIL	15,000.00
	Liquidators Fees	NIL	65,000.00
	Agents Fees	NIL	27,804.65
	Legal Fees	3,341.00	21,200.50
	Legal Disbursements	NIL	1.00
	Statutory Advertising	NIL	237.00
	Rents Payable	NIL	5,000.00
	Other Property Expenses	NIL	3,495.63
	Insurance of Assets	NIL	275.00
		(3,341.00)	(138,013.78)
	<b>PREFERENTIAL CREDITORS</b>		
(30,131.72)	Employees (estimated)	NIL	NIL
		NIL	NIL
	<b>UNSECURED CREDITORS</b>		
(1,560,344.66)	Trade & Expense Creditors	NIL	NIL
(479,940.50)	Employees (estimated)	NIL	NIL
(23,907.62)	Finance Companies	NIL	NIL
(36,438.20)	HM Revenue & Customs (PAYE/NIC/C	NIL	NIL
(30,000.00)	HM Revenue & Customs (VAT)	NIL	NIL
(103,978.17)	Landlords	NIL	NIL
(89,275.00)	Sub-Contractors	NIL	NIL
(97,810.20)	Commission Sellers	NIL	NIL
		NIL	NIL
	<b>DISTRIBUTIONS</b>		
60,800.00	Ordinary Shareholders	NIL	NIL
		NIL	NIL
<b>(2,299,393.20)</b>		<b>(3,317.20)</b>	<b>42,745.03</b>
	<b>REPRESENTED BY</b>		

**YWC Group Limited t/a Yorkshire Windows  
(In Liquidation)  
Liquidator's Summary of Receipts & Payments**

Statement of Affairs £	From 19/01/2019 To 18/01/2020 £	From 19/01/2017 To 18/01/2020 £
REPRESENTED BY CONTINUED		
Vat Receivable		868.20
Bank 1 Current		41,876.83
		<u>42,745.03</u>



Adrian Graham  
Liquidator

**YWC GROUP LIMITED T/A YORKSHIRE WINDOWS - IN LIQUIDATION**

**Appendix B**

**Time Analysis for the Period 19 January 2019 to 18 January 2020**

# Time Entry - Detailed SIP9 Time & Cost Summary

YWC500 - YWC Group Limited t/a Yorkshire Windows  
 From: 19/01/2019 To: 18/01/2020  
 Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
700 : Appointment and Case Planning	2.80	1.10	0.00	0.00	3.90	1,253.50	321.41
701 : Administration and Banking	0.00	0.50	0.00	1.70	2.20	354.50	161.14
702 : Statutory Reporting and Statement of Affairs	1.20	1.90	0.00	3.00	6.10	1,162.00	190.49
<b>Admin &amp; Planning</b>	<b>4.00</b>	<b>3.50</b>	<b>0.00</b>	<b>4.70</b>	<b>12.20</b>	<b>2,770.00</b>	<b>227.05</b>
603 : Tax	0.00	0.20	0.00	0.00	0.20	38.00	190.00
<b>Case Specific Matters</b>	<b>0.00</b>	<b>0.20</b>	<b>0.00</b>	<b>0.00</b>	<b>0.20</b>	<b>38.00</b>	<b>190.00</b>
500 : Other - Creditors	0.00	0.80	0.00	0.00	0.80	170.00	212.50
<b>Creditors</b>	<b>0.00</b>	<b>0.80</b>	<b>0.00</b>	<b>0.00</b>	<b>0.80</b>	<b>170.00</b>	<b>212.50</b>
300 : Property, Business and Asset Sales	0.00	1.40	0.00	0.00	1.40	320.00	228.57
303 : Debt Collection	3.80	1.40	0.00	0.00	5.20	1,624.00	312.31
<b>Realisation of Assets</b>	<b>3.80</b>	<b>2.80</b>	<b>0.00</b>	<b>0.00</b>	<b>6.60</b>	<b>1,944.00</b>	<b>294.55</b>
<b>Total Hours</b>	<b>7.80</b>	<b>7.30</b>	<b>0.00</b>	<b>4.70</b>	<b>19.80</b>	<b>4,922.00</b>	<b>248.59</b>
<b>Total Fees Claimed</b>						<b>0.00</b>	



# **YWC GROUP LIMITED T/A YORKSHIRE WINDOWS - IN LIQUIDATION**

## **Appendix C**

### **Liquidator Fees Estimate**



## **YWC GROUP LIMITED T/A YORKSHIRE WINDOWS - IN LIQUIDATION**

### **Appendix D**

#### **Cumulative Time Analysis since the Liquidator's Appointment**

# Time Entry - Detailed SIP9 Time & Cost Summary

YWC500 - YWC Group Limited t/a Yorkshire Windows  
 From: 19/01/2017 To: 18/01/2020  
 Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
700 : Appointment and Case Planning	15.00	14.60	4.60	11.80	46.00	10,658.50	231.71
701 : Administration and Banking	3.10	35.10	13.40	109.70	161.30	22,956.50	142.32
702 : Statutory Reporting and Statement of Affairs	5.00	3.00	6.50	3.00	17.50	3,763.00	215.03
<b>Admin &amp; Planning</b>	<b>23.10</b>	<b>52.70</b>	<b>24.50</b>	<b>124.50</b>	<b>224.80</b>	<b>37,378.00</b>	<b>166.27</b>
601 : Meetings	11.00	0.00	4.30	1.00	16.30	4,496.00	275.83
602 : Other - Case Specific Matters	2.70	7.00	2.50	15.10	27.30	4,894.50	179.29
603 : Tax	2.80	0.60	3.20	3.20	9.80	2,002.00	204.29
<b>Case Specific Matters</b>	<b>16.50</b>	<b>7.60</b>	<b>10.00</b>	<b>19.30</b>	<b>53.40</b>	<b>11,392.50</b>	<b>213.34</b>
500 : Other - Creditors	7.00	6.20	10.20	60.10	83.50	13,258.50	158.78
505 : Secured	0.00	0.40	0.20	0.00	0.60	122.00	203.33
<b>Creditors</b>	<b>7.00</b>	<b>6.60</b>	<b>10.40</b>	<b>60.10</b>	<b>84.10</b>	<b>13,380.50</b>	<b>159.10</b>
201 : CDDA and Investigations	3.50	11.00	50.50	81.70	146.70	21,109.50	143.90
<b>Investigations</b>	<b>3.50</b>	<b>11.00</b>	<b>50.50</b>	<b>81.70</b>	<b>146.70</b>	<b>21,109.50</b>	<b>143.90</b>
202 : Antecedent Transactions	0.80	0.00	0.10	0.00	0.90	281.00	312.22
300 : Property, Business and Asset Sales	43.80	15.20	0.60	15.70	75.30	20,025.50	265.94
301 : Retention of Title / Third Party Assets	0.00	8.30	0.00	10.30	18.60	3,216.50	172.93
303 : Debt Collection	10.40	8.30	1.10	1.80	21.60	5,766.00	266.94
<b>Realisation of Assets</b>	<b>55.00</b>	<b>31.80</b>	<b>1.80</b>	<b>27.80</b>	<b>116.40</b>	<b>29,289.00</b>	<b>251.62</b>
<b>Total Hours</b>	<b>105.10</b>	<b>109.70</b>	<b>97.20</b>	<b>313.40</b>	<b>625.40</b>	<b>112,549.50</b>	<b>179.96</b>
<b>Total Fees Claimed</b>						<b>0.00</b>	

## YWC GROUP LIMITED T/A YORKSHIRE WINDOWS - IN LIQUIDATION

### Appendix E

#### Additional Information in Relation to the Liquidator's Fees, Expenses & Disbursements

##### 1 Staff Allocation and the Use of Sub-Contractors

- 1.1 The general approach to resourcing our assignments is to allocate staff with the skills and experience to meet the specific requirements of the case.
- 1.2 The constitution of the case team will usually consist of a Partner, a Manager, and an Administrator or Assistant. The exact constitution of the case team will depend on the anticipated size and complexity of the assignment and the experience requirements of the assignment.
- 1.3 I have not utilised the services of any sub-contractors on this case during the Period.

##### 2 Professional Advisors

- 2.1 On this assignment I have used the professional advisors listed below. I have also indicated alongside, the basis of my fee arrangement with them, which is subject to review on a regular basis.

Name of Professional Advisor	Basis of Fee Arrangement
Lupton Fawcett LLP (legal advice)	Hourly rate and disbursements

- 2.2 My choice was based on our perception of their experience and ability to perform this type of work, the complexity and nature of the assignment and the basis of my fee arrangement with them.

##### 3 Liquidator's Expenses & Disbursements

- 3.1 The estimate of expenses (including disbursements) which were anticipated at the outset of the liquidation was provided to creditors when the basis of my fees were approved, a copy of which is set out below:

Expense	Estimated cost
Agents' costs	15,000
Solicitors' costs	10,000
Rent, Utilities and Business Rates	12,500
Insurance	1,500
Statutory advertising	395
Specific penalty bond	792
External storage of company's books and records	750
External meeting room hire	300
Land Registry Searches	30
Re-direction of the Company's mail	260
<b>Category 2 disbursements charged by the firm:</b>	
Business mileage	250

## YWC GROUP LIMITED T/A YORKSHIRE WINDOWS - IN LIQUIDATION

### *Current position of Liquidator's expenses*

- 3.2 An analysis of the expenses paid to the date of this report, together with those incurred but not paid at the date of this report is provided below:

Agents' fees	27,804.65	-	-	27,804.65
Legal fees	17,859.50	3,341.00	-	21,200.50
Legal disbursements	1.00	-	-	1.00
Insurance	275.00	-	-	275.00
Statutory advertising	237.00	-	-	237.00
Specific penalty bond	-	-	792.00	792.00
External storage of books & records	-	-	1,740.00	3,250.00
External meeting room hire	-	-	150.00	150.00
Rents Payable	5,000.00	-	-	5,000.00
Other Property Expenses	3,495.63	-	-	3,495.63
Stationary	-	-	416.50	416.50
Land registry fees	-	-	63.00	63.00
Postage	-	-	862.62	1,000.00
Category 2 disbursements				
Business mileage	-	-	182.25	182.25
Photocopying	-	-	1,771.05	2,000.00

- 3.3 Category 1 disbursements do not require approval by creditors. The type of disbursements that may be charged as a Category 1 disbursement to a case generally comprise of external supplies of incidental services specifically identifiable to the case, such as postage, case advertising, invoiced travel and external printing, room hire and document storage. Also, chargeable will be any properly reimbursed expenses incurred by personnel in connection with the case. These disbursements are included in the tables of expenses above.
- 3.4 Category 2 disbursements do require approval from creditors. These are costs which are directly referable to the appointment in question but are not payments which are made to an independent third party and may include shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis such as internal room hire, document storage or business mileage. Details of Category 2 disbursements charged by this firm (where appropriate) were provided at the time the Liquidator's fees were approved by creditors. Any Category 2 disbursements incurred are specifically highlighted in the tables of expenses above.

## YWC GROUP LIMITED T/A YORKSHIRE WINDOWS - IN LIQUIDATION

### 4 Charge-Out Rates

The rates applying to the office from 1 July 2019 to the date of this report are as follows:

<b>Grade of staff</b>	<b>Charge-out rate (£ per hour)</b>
Partner	395
Insolvency Practitioner	345
Senior Manager	310
Manager	280
Assistant Manager	250
Senior Administrator	200
Administrator	175
Support	115

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.

From 1 December 2016 to 30 June 2019, the following rates applied:

<b>Grade of staff</b>	<b>Charge-out rate (£ per hour)</b>
Partner/Insolvency Practitioner	330
Director	285
Senior Manager	260
Manager	220
Assistant Manager	190
Senior Administrator	170
Administrator	135
Support	95

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 **Ryan Holdsworth**

Company name **Graywoods**

Address **4th Floor, Fountain Precinct  
Leopold Street**

Post town **Sheffield**

County/Region

Postcode **S 1 2 J A**

Country

DX

Telephone **0114 285 9500**

**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](http://www.gov.uk/companieshouse) or email [enquiries@companieshouse.gov.uk](mailto: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](http://www.gov.uk/companieshouse)**