

LIQ03

Notice of progress report in voluntary winding up



Companies House

FRIDAY



A970ZKMP

A19

12/06/2020

#183

COMPANIES HOUSE

1 Company details

Company number

Company name in full

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

2 Liquidator's name

Full forename(s)

Surname

3 Liquidator's address

Building name/number

Street

Post town

County/Region

Postcode

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	2	d	1	m	0	m	4	y	2	y	0	y	1	y	9	
To date	d	2	d	0	m	0	m	4	y	2	y	0	y	2	y	0	

7 Progress report

<input checked="" type="checkbox"/> The progress report is attached	
---	--

8 Sign and date

Liquidator's signature	Signature																
	X		X														
Signature date	d	1	d	2	m	0	m	6	y	2	y	0	y	2	y	0	

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 **Simon Girling**

Company name **BDO LLP**

Address **5 Temple Square**

Temple Street

Post town **Liverpool**

County/Region

Postcode **L 2 5 R H**

Country

DX

Telephone **01512 374 500**

**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

Merthyr And Rhondda Cynon Taff Groundwork Trust
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments

Statement of Affairs £	From 21/04/2019 To 20/04/2020 £	From 21/04/2015 To 20/04/2020 £
ASSET REALISATIONS		
Bank Interest Gross	241.69	652.40
Bank Interest Net of Tax	NIL	135.15
Licence to Occupy	NIL	300.00
Transfer from Administration	NIL	313,781.12
VAT Refund	NIL	9,118.57
	<u>241.69</u>	<u>323,987.24</u>
COST OF REALISATIONS		
Administrators Fees	NIL	100,000.00
Agents/Valuers Fees (1)	NIL	8,837.70
Bank Charges	3.00	21.70
DTI Unclaimed Dividends	NIL	(52.66)
Electricity	NIL	8,625.78
Insurance of Assets	NIL	37,612.46
Legal Fees (1)	5,500.00	10,430.00
Liquidator's Fees	NIL	27,320.00
Other Property Expenses	NIL	1,015.00
Rates	NIL	2.38
Stationery & Postage	NIL	748.95
Statutory Advertising	NIL	153.44
Storage Costs	1,863.00	8,148.25
Utility Costs	NIL	7,071.78
VAT Irrecoverable	NIL	536.67
Water Rates	NIL	2,083.33
	<u>(7,366.00)</u>	<u>(212,554.78)</u>
PREFERENTIAL CREDITORS		
Preferential E.P.A.	NIL	25,262.73
Preferential Wages	NIL	9,219.06
	<u>NIL</u>	<u>(34,481.79)</u>
	<u>(7,124.31)</u>	<u>76,950.67</u>
REPRESENTED BY		
Bank 2 Current		74,863.19
Vat Control Account		93.24
Vat Input		1,994.24
		<u>76,950.67</u>

Note:

Statement of Affairs values are not included in the R&P as they were recorded in the previous Administration.

On 9 December 2015, a distribution to Preferential Creditors of 100p in the £, totalling £34,481.79 was made.



Tel: +44 (0)151 237 4500
Fax: +44 (0)151 237 4545
www.bdo.co.uk

5 Temple Square
Temple Street
Liverpool
L2 5RH

TO ALL KNOWN CREDITORS AND MEMBERS

12 June 2020

Our Ref 00253091/SG/DF/C2

Please ask for
David Forster
0151 237 4530
Email BRCMT@bdo.co.uk

Dear Madams/Sirs

Merthyr And Rhondda Cynon Taff Groundwork Trust - In Creditors' Voluntary Liquidation ('the Trust')
Registered number: 2087537

I set out, below, an annual progress report in accordance with Section 104A of the Insolvency Act 1986 and Rule 18.4 of the Insolvency (England and Wales) Rules 2016 ('the Rules'). This report covers the period of 21 April 2019 to 20 April 2020 ('the Period') and should be read in conjunction with my previous reports on the matter.

Professional information regarding the Joint Liquidators

The Joint Liquidators are currently Edward Kerr (officeholder No: 9021) of BDO LLP, Two Snowhill, Birmingham, B4 6GA and Simon Girling (officeholder No: 9283) of BDO LLP, Bridgewater House, Counterslip, Bristol BS1 6BX. The Liquidation commenced on 21 April 2015 and the Joint Liquidators carry out their functions jointly and severally, meaning any action can be done by one Liquidator or by both of them.

Receipts & Payments

I attach, for your information, a summary of my Receipts and Payments account, analysed to show activity during the Period compared to the whole of the Liquidation. The account shows a balance in hand of £76,951.

The receipts and payments made during the Period are largely self-explanatory. The payments made in relation to professional fees will be discussed later in this report.

Costs in the Liquidation

I additionally provide a summary of the professional fees and other expenses, which have been paid in the Period, the costs, which have been accrued and not yet paid, and the costs that are anticipated.

Professional Fees and Expenses	Accrued £	Paid £	Anticipated £
Squire Patton Boggs - Legal Fees & Disbursements	5,500	5,500	Nil
Agent Fees & Disbursements	Nil	Nil	Nil
Total	5,500	5,500	Nil

BDO LLP, a UK limited liability partnership registered in England and Wales under number OC305127, is a member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms. A list of members' names is open to inspection at our registered office, 55 Baker Street, London W1U 7EU. BDO LLP is authorised and regulated by the Financial Conduct Authority to conduct investment business.

The Joint Liquidators are Data Controllers as defined by the General Data Protection Regulations. BDO LLP will act as Data Processor on the instruction of the Data Controllers. Personal data will be kept secure and processed only for matters relating to the Liquidation of Merthyr And Rhondda Cynon Taff Groundwork Trust. Please see the privacy statement at <https://www.bdo.co.uk/en-gb/privacy-notices/insolvencies>



Legal Fees - Squire Patton Boggs

Legal fees paid to Squire Patton Boggs to date total £10,430 plus VAT with £5,500 being paid during the Period. Legal fees paid in the Period in relation to professional services provided regarding the resolution of the unsecured creditor query as previously reported.

Progress of the Liquidation

The Joint Liquidators have continued to perform their statutory duties in the Liquidation. No further realisations are anticipated.

As previously reported, a review of unsecured creditor claims has been ongoing and the Joint Liquidators anticipate that they will shortly be in a position to notify creditors of their intention to make a first a final distribution to unsecured creditors in this matter. Any unsecured creditor that has yet to submit a claim will, in due course, receive a Notice of intended Dividend and they should comply with the requirements of that notice to ensure they are included in any distribution, which will be made within 2 months of the last date for proving. Creditors who do not receive the notice need not take any further action at this time.

Assets

There are no further asset realisations anticipated.

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.

Future Prospects for Creditors

Secured Creditors

As previously reported, according to office copy entries obtained from the Land Registry the property owned by the Trust was the subject of a legal charge in favour of The Co-operative Bank ('the Co-op'). However, the legal charge had not been registered with the Registrar of Companies.

As the Legal Charge had not been registered at Companies House, under Section 874 of the Companies Act 2006 it is deemed void (as far as any security on the Trust's property or undertaking is conferred by it). Irrespective of the terms of the charge, when a charge becomes void under Section 874, the money secured by it becomes immediately due and payable but only as an unsecured debt. Thus, the Co-op is an unsecured creditor and its claim against the Trust will be registered as an unsecured claim.

As previously advised, to enable the sale of the freehold property to proceed, the Co-op released their charge registered at the Land Registry and the property was accordingly sold free of the charge.

Preferential Creditors

A distribution of 100p in the £ was declared to the preferential creditors of the Trust on 3 November 2015.



The total amount paid to preferential creditors was £34,482, as shown on the enclosed Receipts and Payments account and related to arrears of wages and holiday pay due to the former employees of the Trust

Unsecured Creditors & Prescribed Part

To date, unsecured creditor claims received total £718,980. As stated above, it is anticipated that a Notice of Intended Dividend will shortly be circularised to unproved creditors, following which the first and final distribution will be made to unsecured creditors. The quantum of the dividend will be dependent upon any further claims received.

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

The Trust has not granted a floating charge to any creditor after the 15 September 2003 and, consequently, there will be no prescribed part in this Liquidation.

Investigations

The Joint Liquidators have a duty to investigate the affairs of the Trust and 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 Trust 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.

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.

The Joint Liquidators' remuneration has previously been approved by creditors at a meeting held on 13 January 2013, on the basis of time properly spent in dealing with issues in the Liquidation.

To date, the Joint Liquidators have drawn £27,320 in respect of remuneration as shown on the enclosed Receipts and Payments account none of which was drawn during the Period.

I attach two schedules detailing the time costs incurred to date. The first schedule covers the Period and records time costs of £7,929, which represents 33 hours, spent at an average charge out rate of £240 per hour.

The second schedule covers the whole period of appointment and records time costs of £73,611, which represents 400 hours spent at an average charge out rate of £184 per hour.



Detail of Work Undertaken

C. Planning and Strategy

This relates to time costs incurred by the Liquidators and their staff in managing/monitoring the case and reviewing the position, in line with internal BDO requirements. This ensures that all on-going matters are progressed efficiently and dealt with in a timely manner.

This work is primarily led by the Liquidator and Director, with input from the rest of the team where appropriate.

Although there is no direct benefit to creditors, planning and strategy ensures that key issues are identified and resolved/progressed in an effective and efficient manner, allowing for an orderly progression of the case.

D. General Administration

General administration covers time costs incurred by the Liquidators and their staff in dealing with various matters arising in the Liquidation. This includes, but is not limited to, the following matters:

- Dealing with issues in relation to VAT reclaims in the liquidation, ensuring VAT correctly accounted for;
- Reviewing the Company tax position and submitting any necessary information to HMRC, including annual tax returns;
- Liaising with legal advisors in relation to matters arising in the liquidation;
- Cashiering (processing receipts and payments, bank reconciliations, correspondence with the bank, updating the receipts and payments account);
- Matters arising in respect of Company records held in storage, including review and payment of storage costs;
- Dealing with remuneration matters;
- Dealing with statutory matters required by the Rules;
- General case filing and maintaining internal files in line with BDO requirements;

The majority of this work requires a range of insolvency knowledge and experience, balanced with accounting and administrative skills. This work is predominantly undertaken by staff at Manager and Assistant Manager level, with input from other grades as required.

The majority of points referred to above are requirements pursuant to the Rules, BDO internal policies and accounting requirements (such as VAT returns, corporation tax returns etc). Although there is no specific benefit to creditors, we are required to deal with these matters as part of our day-to-day responsibilities in managing the case.

H. Creditor Claims

This category relates to the time costs incurred by the Liquidator and their staff in dealing with creditors' correspondence and ad hoc queries. It is important to deal with enquiries from creditors and provide updates where appropriate and ensures that all claims and queries are correctly dealt with.

This work is led at Manager level, supported by other staff as appropriate.



I: Reporting

Preparing periodic reports to creditors regarding the progress achieved, including preparation of receipts and payments accounts, a suitable analysis of time costs accrued and a review of actual costs and accrued costs against fees drawn.

The director is responsible for leading the reporting and delegating production of the accounts, fee analysis and comparisons to suitably experienced staff. Much of the basic accounting and analysis is conducted by case administrators, with the reports prepared and finalised by assistant managers and managers.

This is a statutory requirement and ensures that the creditors are kept up to date with case developments.

J: Distribution and Closure

This category includes adjudicating upon the claims, establishing the distributable funds in the estate, and dealing with the formalities of arranging distributions to creditors.

The work is supervised by directors and Senior Managers and final decisions and release of funds is authorised by the partner. The majority of these activities do not contribute to the financial outcome for the creditors (although the matters relating to payment of dividends will do so).

For guidance, I enclose 'A Creditors' Guide to Liquidators' fees', together with a document that outlines the policy of BDO LLP in respect of fees and disbursements.

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.

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. I can confirm that no category 2 disbursements have accrued or been recharged in the Period.

Total disbursements of £640 have been incurred in this Liquidation as detailed below.

	Cat. 1 (£)	Cat. 2 (£)	Total (£)
Bonding	640.00	-	640.00
Total	640.00	-	640.00

To date disbursements totalling £640 have been drawn none of which were drawn during the Period.



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 Liquidator's remuneration at <https://www.bdo.co.uk/en-gb/insights/advisory/business-restructuring/creditors-guides>

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: <https://www.icaew.com/technical/ethics/icaew-code-of-ethics/icaew-code-of-ethics>

If you require any further information please contact me or my colleague David Forster at BRCMT@bdo.co.uk.

Yours faithfully
for and on behalf of
Merthyr And Rhondda Cynon Taff Groundwork Trust

Simon Girling
Joint Liquidator
Authorised by the Insolvency Practitioners Association in the UK

Enclosures:

Receipts and Payments Account
SIP 9 Time Cost Report for the Period
SIP 9 Time Cost Report for the whole of Liquidation
BDO LLP Policy in respect of Fees and Disbursements
Statement of Creditors' Rights in respect of Fees and Disbursements

Merthyr And Rhondda Cynon Taff Groundwork Trust
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments

Statement of Affairs £	From 21/04/2019 To 20/04/2020 £	From 21/04/2015 To 20/04/2020 £
ASSET REALISATIONS		
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Bank Interest Net of Tax	NIL	135.15
Licence to Occupy	NIL	300.00
Transfer from Administration	NIL	313,781.12
VAT Refund	NIL	9,118.57
	<u>241.69</u>	<u>323,987.24</u>
COST OF REALISATIONS		
Administrators Fees	NIL	100,000.00
Agents/Valuers Fees (1)	NIL	8,837.70
Bank Charges	3.00	21.70
DTI Unclaimed Dividends	NIL	(52.66)
Electricity	NIL	8,625.78
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Legal Fees (1)	5,500.00	10,430.00
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Stationery & Postage	NIL	748.95
Statutory Advertising	NIL	153.44
Storage Costs	1,863.00	8,148.25
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	<u>(7,366.00)</u>	<u>(212,554.78)</u>
PREFERENTIAL CREDITORS		
Preferential E.P.A.	NIL	25,262.73
Preferential Wages	NIL	9,219.06
	<u>NIL</u>	<u>(34,481.79)</u>
	<u>(7,124.31)</u>	<u>76,950.67</u>
REPRESENTED BY		
Bank 2 Current		74,863.19
Vat Control Account		93.24
Vat Input		1,994.24
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Note:

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On 9 December 2015, a distribution to Preferential Creditors of 100p in the £, totalling £34,481.79 was made.

Name of Assignment Merthyr and Rhondda Cynon Taff 00253091
Summary of Time Charged and Rates Applicable for the Period From 21/04/2019 to 20/04/2020

Description	PARTNER		MANAGER		ASSISTANT MANAGER		SENIOR ADMINISTRATOR		ADMINISTRATOR		OTHER STAFF		GRAND TOTAL		AV RT £
	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	Hours	Total £	
C. Planning and Strategy	0.50	266.50	1.20	387.15									1.70	653.65	384.5
D. General Administration	0.35	183.25	12.35	3,285.40			1.05	54.50	3.70	268.80	2.70	196.25	20.15	3,988.20	197.9
H. Creditor Claims			3.50	1,050.35									3.50	1,050.35	300.1
I. Reporting	1.00	533.00	2.30	614.70			0.20	25.40	0.75	51.75			4.25	1,224.85	288.2
J. Distribution and Closure			3.50	1,011.50									3.50	1,011.50	289.0
	1.85	982.75	22.85	6,349.10	0.00	0.00	1.25	79.90	4.45	320.55	2.70	196.25			

Net Total	33.10	7,928.55
Secretarial Expense		0.00
Other Disbursements		0.00
Billed		0.00
Grand Total		7,928.55

Name of Assignment

Merthyr and Rhondda Cynon Taff

00253091

Detail of Time Charged and Rates Applicable for the Period From 21/04/2015 to 20/04/2020

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 £
B. Steps on Appointment														
12. Setting up Internal Files			0.40	92.00									0.40	92.00
sub total -			0.40	92.00									0.40	92.00
B. Steps on Appointment														
C. Planning and Strategy														
07. Strategy Planning	1.50	793.00	3.20	1,067.55			3.30	685.85					8.00	2,546.40
sub total -	1.50	793.00	3.20	1,067.55			3.30	685.85					8.00	2,546.40
C. Planning and Strategy														
D. General Administration														
01. Insurance Matters					0.20	36.60							0.20	36.60
02. VAT			2.10	550.55	2.15	419.60	14.30	2,895.35	2.10	398.30			20.65	4,263.80
03. Taxation			1.20	324.40			0.90	181.80	0.10	15.30			2.20	521.50
04. Instruct/Liase Solicitors	1.00	470.20	3.95	1,167.20	4.20	782.50	2.65	548.80					11.80	2,968.70
06. Conduct Reports			0.30	72.60									0.30	72.60
07. Receipts/Payments Accounts	1.15	604.45	11.50	2,594.10	7.60	1,401.00	10.75	1,937.65	39.95	3,933.00	23.15	1,590.65	94.10	12,060.85
08. Remuneration Issues	0.10	50.90	1.60	547.00	1.10	214.20	0.25	51.75					3.05	863.85
09. Statutory Matters	0.40	184.40	1.05	283.80	29.55	5,498.85	2.85	604.20	6.00	444.35			39.85	7,015.60
13. General Meetings									0.35	27.30			0.35	27.30

Name of Assignment

Merthyr and Rhondda Cynon Taff

00253091

Detail of Time Charged and Rates Applicable for the Period From 28/06/2014 to 20/04/2020

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 £
14. General Discussions	0.25	121.00	0.10	24.20	0.10	19.20							0.45	164.40
15. Gen. Admin/Correspondence	2.00	1,019.80	5.25	1,234.60	19.65	3,698.45	9.80	1,904.75	28.50	2,487.05	0.60	44.90	65.80	10,389.55
16. Maintain Internal Files			12.40	3,623.10	8.70	1,715.40			3.00	332.70			24.10	5,671.20
sub total -	4.90	2,450.75	39.45	10,421.55	73.25	13,785.80	41.50	8,124.30	80.00	7,638.00	23.75	1,635.55	262.85	44,055.95
D. General Administration														
E. Assets Realisation/Dealing														
04. Agent Instruction/Liasing					0.40	75.00							0.40	75.00
06. Property Related Matters	0.40	189.00	0.75	221.25	1.60	206.60							2.75	706.85
07. Debt Collection					0.20	36.60			0.55	42.90			0.75	79.50
08. Dealing with Chattel Assets					0.60	109.80							0.60	109.80
09. Dealing with other Assets					0.90	166.60							0.90	166.60
99. Other Matters	0.25	121.00	0.30	68.70									0.55	189.70
sub total -	0.65	310.80	1.05	289.95	3.70	684.60			0.55	42.90			5.95	1,327.45
E. Assets Realisation/Dealing														
F. Trading Related Matters														
99. Other Matters	0.15	72.60											0.15	72.60

Name of Assignment

Merthyr and Rhondda Cynon Taff

00253091

Detail of Time Charged and Rates Applicable for the Period From 21/04/2015 to 20/04/2020

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 - F. Trading Related Matters	0.15	72.60		0.00									0.15	72.60
G. Employee Matters														
02. Dealing with Employees			2.30	543.55	0.50	94.20							2.80	637.75
03. EPA Matters			6.70	1,393.60					5.05	504.90	1.45	150.80	13.20	2,049.30
99. Other Matters			0.30	88.50	0.40	76.80			0.20	34.40			0.90	199.70
sub total - G. Employee Matters			9.30	2,025.65	0.90	171.00			5.25	539.30	1.45	150.80	16.90	2,886.75
H. Creditor Claims														
03. Preferential Creditors			1.90	410.50	0.50	94.20							2.40	504.70
04. Non-Preferential Creditors	2.70	1,417.00	20.85	5,648.70	8.65	1,720.30	26.40	5,446.80	4.95	536.60			63.55	14,769.40
99. Other Matters											0.20	13.80	0.20	13.80
sub total - H. Creditor Claims	2.70	1,417.00	22.75	6,059.20	9.15	1,814.50	26.40	5,446.80	4.95	536.60	0.20	13.80	66.15	15,287.90
I. Reporting														
01. Statutory Reporting	1.65	847.40	3.25	755.00			2.50	302.65	13.65	1,037.90			21.05	2,942.95
04. Reporting to Creditors			1.55	511.80			8.30	1,682.60					9.85	2,194.40
sub total - I. Reporting	1.65	847.40	4.80	1,266.80			10.80	1,985.25	13.65	1,037.90			30.90	5,137.35

Name of Assignment

Mérthyr and Rhondda.Cynon Taff

00253091

Detail of Time Charged and Rates Applicable for the Period From 21/04/2015, to 20/04/2020

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 £
J. Distribution and Closure														
02. Distributions	0.15	72.60	6.70	1,767.20	1.90	364.80							8.75	2,204.60
sub total -														
J. Distribution and Closure	0.15	72.60	6.70	1,767.20	1.90	364.80							8.75	2,204.60
													Net Total	
													73,611.00	
													Secretarial Expense	
													0.00	
													Other Disbursements	
													0.00	
													Billed	
													0.00	
													Grand Total	
													73,611.00	



Merthyr And Rhondda Cynon Taff Groundwork Trust - In Creditors' Voluntary 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	549
Manager	242-380
Assistant Manager	218
Senior Administrator	206
Administrator	119-185
Other Staff	73-77

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

We propose to recover from the estate 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.

BDO LLP
12 June 2020



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.