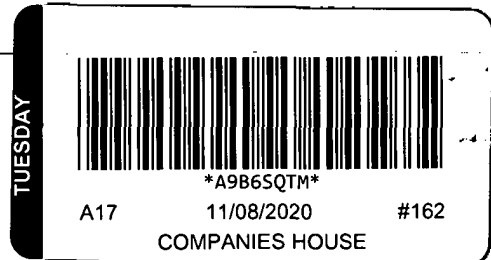


# LIQ03

## Notice of progress report in voluntary winding up



Companies House



### 1 Company details

Company number 0 2 4 4 1 3 7 8  
Company name in full D & D Wines International Ltd

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

### 2 Liquidator's name

Full forename(s) Kerry  
Surname Bailey

### 3 Liquidator's address

Building name/number 3 Hardman Street  
Street  
Post town Spinningfields  
County/Region Manchester  
Postcode M 3 3 A T  
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	0	m	0	m	7	y	2	y	0	y	1	y	9
To date	d	0	d	9	m	0	m	7	y	2	y	0	y	2	y	0

7

Progress report

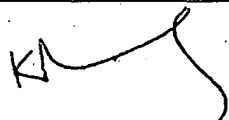
☒ The progress report is attached

8

Sign and date

Liquidator's signature

Signature

X 

X

Signature date

d	0	d	3	m	0	m	8	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 **Kerry Bailey**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](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)

**D & D Wines International Ltd**  
**(In Liquidation)**  
**Joint Liquidator's Summary of Receipts & Payments**

Statement of Affairs £	From 10/07/2019 To 09/07/2020 £	From 10/07/2012 To 09/07/2020 £
<b>ASSET REALISATIONS</b>		
Admin debtors collected in liquidation	NIL	97,143.64
Administration Surplus	NIL	23,856.31
Administration Surplus - Sales	NIL	562,469.27
Bank Interest Gross	51.19	17,590.96
Book debts	NIL	299,208.35
Book Debts surplus	NIL	946,990.35
Duty bond refund	NIL	109,057.31
Expenses incurred in Administration	NIL	(93,059.36)
Furniture and Equipment	NIL	1,500.00
Intellectual property	NIL	7,500.00
Recovered from directors	NIL	39,100.32
Recovery of purchase ledger overpaym	NIL	50,026.29
Refund of termination fees	NIL	388,416.65
Stock	NIL	765,240.05
Suspense Account	NIL	1,000.00
VAT payable from adminstration	NIL	(131,947.00)
	51.19	3,084,093.14
<b>COST OF REALISATIONS</b>		
Administrators Fees	NIL	265,222.70
Agents/Valuers Fees	NIL	2,250.00
Angoves' Legal Fees and Disbursements	NIL	359,290.50
Bank Charges	NIL	15.00
Commissions payable	NIL	75,793.18
Corporation Tax	NIL	4,608.15
Electricity	NIL	218.30
Insolvency Bonds	NIL	1,100.00
Insurance of Assets	NIL	567.86
Legal Disbursements	NIL	8,533.27
Legal Fees	NIL	478,834.50
Non-Reclaimable VAT	NIL	2,157.73
Office Holders Expenses	NIL	2,045.01
Office Holders Fees	NIL	499,500.00
Office Holders Pre-Appointment Fees	NIL	32,023.60
PAYE & NI	NIL	1,761.80
Payments to Lien Creditors	NIL	40,638.30
Rates	NIL	1,150.90
Re-Direction of Mail	NIL	110.00
Rents Payable	NIL	1,353.10
Stationery and Postage	NIL	1,436.35
Statutory Advertising	NIL	209.25
Storage Costs	NIL	1,217.48
Subcontractors	NIL	2,870.00
Telephone Telex & Fax	NIL	110.63
Wages & Salaries	NIL	8,779.90
Warehousing costs	NIL	4,478.58
	NIL	(1,796,276.09)
<b>PREFERENTIAL CREDITORS</b>		
Department of Employment	NIL	18,240.79
Employees Wage Arrears	NIL	8,452.79
	NIL	(26,693.58)
<b>UNSECURED CREDITORS</b>		
Employees	NIL	4,503.23

**D & D Wines International Ltd**  
**(In Liquidation)**  
**Joint Liquidator's Summary of Receipts & Payments**

Statement of Affairs £	From 10/07/2019 To 09/07/2020 £	From 10/07/2012 To 09/07/2020 £
HM Revenue & Customs	NIL	8,645.13
Redundancy Payments Office	NIL	14,846.95
Trade & Expense Creditors	NIL	1,206,775.98
	NIL	(1,234,771.29)
	<b>51.19</b>	<b>26,352.18</b>
REPRESENTED BY		
Bank 1 - Current		26,486.91
Unclaimed dividends		(134.73)
		<b>26,352.18</b>



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

5 Temple Square  
Temple Street  
Liverpool  
L2 5RH

**TO ALL KNOWN CREDITORS AND MEMBERS**

3 August 2020

Your Ref 00201789/C2/KFB/RT

Please ask for  
Rebecca Thompson  
Dial: 0151 237 4472  
Email: [BRCMT@bdo.co.uk](mailto:BRCMT@bdo.co.uk)

Dear Madams/Sirs

**D & D Wines International Ltd - In Creditors' Voluntary Liquidation ('the Company')**  
**Registered number: 02441378**

I set out below an annual progress report in accordance with Section 104A of the Insolvency Act 1986 and Rules 18.3 and 18.7 of the Insolvency (England and Wales) Rules 2016 ('the Rules'). This Report covers the period from 10 July 2019 to 9 July 2020 ('the Period') and should be read in conjunction with my previous reports.

**Professional information regarding the Liquidator**

The Liquidator is Kerry Bailey (officeholder No: 8780) of BDO LLP, 3 Hardman Street, Spinningfields, Manchester, M3 3AT. The Company moved from Administration to Creditors' Voluntary Liquidation on 10 July 2012.

**Receipts & Payments**

I attach for your information a summary of my Receipts and Payments account, analysed to show activity in the last year compared to the whole of the Liquidation. The account shows a balance in hand of £26,352.

The only receipt in the Period is bank interest of £51. There have been no payments in the Period.

**Progress of the Liquidation**

During the Period, the Liquidator has dealt with the statutory obligations of the Liquidation.

A claim for £1,194 has been submitted to HM Revenue & Customs for overpayment relief, on the basis that the Company has overpaid corporation tax on funds subsequently paid to Angove Pty Limited. I am in correspondence with HMRC and anticipate receiving the repayment shortly.

Once the unbanked cheques following the distribution to unsecured creditors are paid over to the Insolvency Services Account, I intend to seek clearance from HM Revenue & Customs and to take the necessary steps to close the Liquidation and obtain my release from office.

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 D&D Wines International Limited. Please see the privacy statement at <https://www.bdo.co.uk/en-gb/privacy-notices/insolvencies>



## **Assets**

Other than the corporation tax refund referred to above, there are no outstanding assets.

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

## **Future Prospects**

### Secured Creditors

As stated in previous reports, Centric SPV1 Limited ("Centric") was repaid in full during the Administration in respect of its lending to the Company in the sum of £388,417.

### Preferential Creditors

The preferential claims of the employees of the Company totalled £26,694 and have been paid in full.

### Unsecured creditors and the Prescribed Part

On 14 March 2013 a first interim dividend, of 12.18p in the pound, was declared to the Company's unsecured creditors. On 18 December 2013, a second and final dividend of 2.91p in the pound was declared.

Total funds distributed to the unsecured creditors is £1,234,771, as shown on the enclosed Receipts and Payments Account.

Unclaimed dividends, following the distribution to unsecured creditors, are in the process of being paid over to the Insolvency Services Account.

There are insufficient funds to allow any further distribution to the unsecured creditors.

## **Prescribed Part**

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

In this case, although floating charges were granted to Centric and National Westminster Bank Plc ('Natwest') after 15 September 2003, Centric were repaid in full from book debts assigned to them and Natwest had no outstanding lending at the date of appointment. As a result, there will be no floating charge distributions and consequently the provisions of the Prescribed Part will not apply.

## **Investigations**

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



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

#### **Liquidators' Remuneration**

Pursuant to the Rules, the Liquidator is 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 Liquidator 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 Liquidators remuneration has been approved on 13 September 2012 by the Liquidation Committee based on time properly spent in dealing with issues in the Liquidation. To date, the Liquidator has drawn £499,500 in respect of remuneration as shown on the enclosed Receipts and Payments account.

I attach three schedules detailing the time costs incurred to date. The first schedule covers the Period of this report. This records time costs of £11,837 which represents 58 hours spent at an average charge out rate of £204 per hour.

The second schedule details time costs incurred from 10 July 2012 to 31 May 2013, prior to the migration of time recording on to BDO LLP's systems. This records time costs of £446,774 which represents 1,819 hours spent at an average charge out rate of £246 per hour. The third schedule details time costs incurred from 1 June 2013 to 9 July 2019 and records time of £165,771, which equates to 745 hours at an average charge out rate of £223 per hour.

For the whole period of the appointment, 10 July 2012 to 9 July 2020, time costs of £612,545 have been incurred, which represents 2,564 hours at an average charge out rate of £239 per hour.

#### **Detail of Work Undertaken**

Work undertaken since my last report includes dealing with the HMRC tax refund, completing internal 6 monthly reviews of the case, reviewing the case with a view to closing the Liquidation and statutory reporting to creditors.

For guidance, I enclose 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. No category 2 disbursements have accrued during the Period.

To date category 1 disbursements of £2,045 in respect of travel and subsistence costs have been drawn. No category 2 disbursements have been drawn to date.

#### **Creditors' rights**

I provide at the end of this report an extract from the Rules setting out the rights of creditors to request further information and/or challenge the remuneration or expenses within the Liquidation. Creditors may access information setting out creditors' rights in respect of the approval of the Liquidators' 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 Liquidator is bound by the Insolvency Code of Ethics when carrying out all professional work relating to this appointment. A copy of the code can be found 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 Rebecca Thompson at [BRCMT@bdo.co.uk](mailto:BRCMT@bdo.co.uk).

Yours faithfully  
for and on behalf of  
D & D Wines International Ltd

Kerry Bailey  
Liquidator

Authorised by the Institute of Chartered Accountants in England & Wales in the UK

#### **Enclosures**

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

**D & D Wines International Ltd**  
**(In Liquidation)**  
**Joint Liquidator's Summary of Receipts & Payments**

Statement of Affairs £	From 10/07/2019 To 09/07/2020 £	From 10/07/2012 To 09/07/2020 £
<b>ASSET REALISATIONS</b>		
Admin debtors collected in liquidation	NIL	97,143.64
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Book debts	NIL	299,208.35
Book Debts surplus	NIL	946,990.35
Duty bond refund	NIL	109,057.31
Expenses incurred in Administration	NIL	(93,059.36)
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Intellectual property	NIL	7,500.00
Recovered from directors	NIL	39,100.32
Recovery of purchase ledger overpaym	NIL	50,026.29
Refund of termination fees	NIL	388,416.65
Stock	NIL	765,240.05
Suspense Account	NIL	1,000.00
VAT payable from administration	NIL	(131,947.00)
	51.19	3,084,093.14
<b>COST OF REALISATIONS</b>		
Administrators Fees	NIL	265,222.70
Agents/Valuers Fees	NIL	2,250.00
Angoves' Legal Fees and Disbursements	NIL	359,290.50
Bank Charges	NIL	15.00
Commissions payable	NIL	75,793.18
Corporation Tax	NIL	4,608.15
Electricity	NIL	218.30
Insolvency Bonds	NIL	1,100.00
Insurance of Assets	NIL	567.86
Legal Disbursements	NIL	8,533.27
Legal Fees	NIL	478,834.50
Non-Reclaimable VAT	NIL	2,157.73
Office Holders Expenses	NIL	2,045.01
Office Holders Fees	NIL	499,500.00
Office Holders Pre-Appointment Fees	NIL	32,023.60
PAYE & NI	NIL	1,761.80
Payments to Lien Creditors	NIL	40,638.30
Rates	NIL	1,150.90
Re-Direction of Mail	NIL	110.00
Rents Payable	NIL	1,353.10
Stationery and Postage	NIL	1,436.35
Statutory Advertising	NIL	209.25
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Warehousing costs	NIL	4,478.58
	NIL	(1,796,276.09)
<b>PREFERENTIAL CREDITORS</b>		
Department of Employment	NIL	18,240.79
Employees Wage Arrears	NIL	8,452.79
	NIL	(26,693.58)
<b>UNSECURED CREDITORS</b>		
Employees	NIL	4,503.23

**D & D Wines International Ltd**  
**(In Liquidation)**  
**Joint Liquidator's Summary of Receipts & Payments**

Statement of Affairs £	From 10/07/2019 To 09/07/2020 £	From 10/07/2012 To 09/07/2020 £
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Redundancy Payments Office	NIL	14,846.95
Trade & Expense Creditors	NIL	1,206,775.98
	NIL	(1,234,771.29)
	<b>51.19</b>	<b>26,352.18</b>
REPRESENTED BY		
Bank 1 - Current		26,486.91
Unclaimed dividends		(134.73)
		<b>26,352.18</b>

Name of Assignment **D & D Wines International -CVL** 00201789  
Summary of Time Charged and Rates Applicable for the Period From 10/07/2019 to 09/07/2020

Description	PARTNER		MANAGER		ASSISTANT MANAGER		SENIOR ADMINISTRATOR		ADMINISTRATOR		OTHER STAFF		GRAND TOTAL		A/R
	Hours	Total	Hours	Total	Hours	Total	Hours	Total	Hours	Total	Hours	Total	Hours	Total	
		£		£		£		£		£		£		£	
B. Steps on Appointment	0.75	411.75											0.75	411.75	549.0
C. Planning and Strategy			0.75	527.80									0.75	527.80	703.7
D. General Administration			2.85	1,102.15	8.95	1,944.60	1.50	66.00	11.30	905.70	0.15	17.40	24.75	4,035.85	163.0
G. Employee Matters			1.85	1,402.30									1.85	1,402.30	758.0
H. Creditor Claims					0.20	26.20							0.20	26.20	131.0
I. Reporting	0.65	356.85	1.50	526.50	7.35	1,471.80	0.20	26.20	13.10	930.10			22.80	3,311.45	145.2
J. Distribution and Closure			3.00	1,380.00	3.40	741.20							6.40	2,121.20	331.4
	1.40	768.60	9.95	4,938.75	19.90	4,183.80	1.70	92.20	24.40	1,835.80	0.15	17.40			
Net Total														57.50	11,836.55
Secretarial Expense															0.00
Other Disbursements															0.00
Billed															0.00
Grand Total															11,836.55

SIP9 Analysis of OfficeHolders Timecosts from 10/07/2012 to 31/05/2013

Client: 4022220 D & D Wines International Ltd

	Grade: Partner / Director		Manager		Supervisor / Senior Administrator		Administrator / Assistant		Total	
Average Cost per hour:	£369.00		£217.00		£181.00		£77.00		£246.00	
Tasks	Amount (£)	Hours	Amount (£)	Hours	Amount (£)	Hours	Amount (£)	Hours	Amount (£)	Hours
Partner/Senior Manager Review	5,698.90	13.50	0.00	0.00	0.00	0.00	0.00	0.00	5,698.90	13.50
Planning & Monitoring	3,258.20	8.60	2,580.60	11.05	3,177.35	17.55	0.00	0.00	9,016.15	37.20
Time Summaries & Billing	346.50	1.10	90.00	0.30	565.10	3.10	0.00	0.00	1,001.60	4.50
Cashiering Function Generally	906.50	2.40	1,928.90	8.80	960.70	5.30	2,786.85	25.93	6,582.95	42.43
Dividends & Distributions	3,041.00	8.00	2,958.00	14.50	1,429.90	7.90	78.00	1.20	7,506.90	31.60
Office Holders Tax Liabilities	6,230.45	20.00	3,528.80	14.80	2,565.15	14.15	337.50	4.80	12,661.90	53.75
Creditors/Liquidation Committee	12,150.00	31.00	12,402.60	58.35	1,484.20	8.20	0.00	0.00	26,036.80	97.55
CDDA 1986 Work	1,394.80	4.40	2,625.60	12.40	2,280.60	12.60	0.00	0.00	6,301.00	29.40
Secured Creditors (reporting/accounting for funds, etc)	2,090.00	5.00	510.00	1.70	2,461.60	13.60	0.00	0.00	5,061.60	20.30
Partly Secured Creditors (including of lease and HP)	282.50	0.70	306.00	1.50	144.80	0.80	0.00	0.00	733.30	3.00
Non Preferential Creditors	31.70	0.10	17,937.60	86.80	10,787.60	59.60	3.25	0.05	28,760.15	146.55
Employee Claims	167.20	0.40	3,190.65	15.65	4,593.75	25.35	425.35	7.35	8,376.95	48.75
Fixed Asset Realisation	0.00	0.00	861.60	4.15	90.50	0.50	0.00	0.00	952.10	4.65
Stock Realisations	2,109.90	5.70	12,439.60	57.40	23,937.25	132.25	204.75	3.15	38,691.50	198.50
Book Debt Realisations	6,346.30	15.40	10,969.20	53.30	2,859.80	15.80	312.50	2.35	20,487.80	86.85
Other Asset Realisations	4,863.40	12.80	5,902.95	28.50	1,683.30	9.30	0.00	0.00	12,449.65	50.60
Post Appointment Trading	0.00	0.00	234.60	1.15	850.70	4.70	0.00	0.00	1,085.30	5.85
Insurance & Bonding	63.40	0.20	560.40	2.70	524.90	2.90	6.50	0.10	1,155.20	5.90
Legal Correspondence/Litigation	36,938.70	110.50	28,834.35	133.80	5,991.10	33.10	299.00	4.60	72,063.15	282.00
Correspondence with other Office Holders	6,553.30	18.60	270.00	0.90	6,108.75	33.75	104.00	1.60	13,036.05	54.85
General Administration	2,599.40	8.20	9,328.10	38.95	10,434.65	57.65	1,084.96	19.92	23,447.11	124.72
Statutory Compliance (including CRO returns and lodgement of fun	1,128.60	2.70	907.20	4.40	1,629.00	9.00	0.00	0.00	3,664.80	16.10
Pension Schemes/Liasing with Independent Trustee)	0.00	0.00	0.00	0.00	615.40	3.40	0.00	0.00	615.40	3.40
General Advice	150.00	0.50	0.00	0.00	0.00	0.00	0.00	0.00	150.00	0.50
Investigations	90,179.50	239.40	27,847.20	121.40	6,077.80	33.50	665.50	10.50	124,770.00	404.80
Liasing with Agents/Solicitors/Other Professionals	12,540.00	30.00	0.00	0.00	3,420.90	18.90	0.00	0.00	15,960.90	48.90
Annual/Periodic Reporting/Meeting (ie S48 or S105)	0.00	0.00	0.00	0.00	434.40	2.40	0.00	0.00	434.40	2.40
Negotiations/Discussions with Prospective Purchasers	0.00	0.00	0.00	0.00	72.40	0.40	0.00	0.00	72.40	0.40
	199,070.25	539.20	146,213.95	672.50	95,181.60	525.70	6,308.16	81.55	446,773.96	1,818.95

Name of Assignment **D & D Wines International -CVL** 00201789

Detail of Time Charged and Rates Applicable for the Period From 01/06/2013 to 09/07/2020

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>B. Steps on Appointment</b>														
08. Detail Documentation Review	1.50	811.50											1.50	811.50
sub total -	1.50	811.50		0.00									1.50	811.50
<b>B. Steps on Appointment</b>														
<b>C. Planning and Strategy</b>														
02. Review Financial Position	0.50	242.00											0.50	242.00
05. Review Options Available			2.00	406.00									2.00	406.00
06. Meet Appointor/Committees					10.50	1,921.50							10.50	1,921.50
07. Strategy Planning	2.00	1,316.00	1.80	536.60									3.80	1,852.60
99. Other Matters			0.65	492.70	0.50	62.00							1.15	554.70
sub total -	2.50	1,558.00	4.45	1,435.30	11.00	1,983.50							17.95	4,976.80
<b>C. Planning and Strategy</b>														
<b>D. General Administration</b>														
01. Insurance Matters			0.20	44.80									0.20	44.80
02. VAT			0.20	59.00	6.60	1,319.85			1.55	266.60			8.35	1,645.45
03. Taxation			9.45	2,121.10	4.55	972.70			2.50	407.50			16.50	3,501.30
04. Instruct/Liase Solicitors	18.00	8,332.50	152.75	31,468.90	12.65	2,392.95							183.40	42,194.35
05. Investigations	2.00	970.00	2.00	581.60	11.45	1,951.25							15.45	3,502.85

Name of Assignment

D &amp; D Wines International -CVL

00201789

Detail of Time Charged and Rates Applicable for the Period From 01/06/2013 to 09/07/2020

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 £
06. Conduct Reports					5.00	785.00							5.00	785.00
07. Receipts/Payments Accounts	0.35	182.00	12.60	2,703.05	6.10	1,198.30	19.40	3,271.40	31.25	3,659.45	13.35	863.10	83.05	11,877.30
08. Remuneration Issues			5.30	1,551.50	0.25	53.00					0.15	14.85	5.70	1,619.35
09. Statutory Matters			2.20	728.80	1.00	214.10			2.20	147.40	4.20	413.70	9.60	1,504.00
11. Court Hearings	12.25	5,906.00	44.95	10,776.85					1.00	55.00			58.20	16,737.85
12. Press/PR Matters	2.00	1,018.00											2.00	1,018.00
13. General Meetings	3.50	1,613.50											3.50	1,613.50
14. General Discussions	1.00	461.00	1.80	485.80	0.30	54.90							3.10	1,001.70
15. Gen. Admin/Correspondence	1.00	525.10	64.65	18,468.35	8.05	1,663.75	0.45	65.55	24.80	1,884.40			98.95	22,667.35
16. Maintain Internal Files					0.40	66.60					1.10	56.85	1.50	123.45
99. Other Matters	0.10	46.10											0.10	46.10
sub total -	40.20	19,054.20	296.10	68,989.95	56.35	10,672.40	19.85	3,336.95	63.30	6,420.35	18.80	1,348.50	494.60	109,822.35
D. General Administration														
E. Assets Realisation/Dealing														
03. Asset Tracing					7.90	1,249.40							7.90	1,249.40
04. Agent Instruction/Liasing					6.25	1,143.75							6.25	1,143.75

Name of Assignment: **D & D Wines International -CVL** 00201789

Detail of Time Charged and Rates Applicable for the Period From 01/06/2013 to 09/07/2020

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 £
07. Debt Collection			4.15	1,118.45	4.95	820.05							9.10	1,938.50
09. Dealing with other Assets	2.00	922.00	6.05	1,378.55	8.10	1,475.80							16.15	3,776.35
99. Other Matters			0.50	101.50									0.50	101.50
sub total - E. Assets Realisation/Dealing	2.00	922.00	10.70	2,598.50	27.20	4,689.00							39.90	8,209.50
G. Employee Matters														
02. Dealing with Employees			2.35	1,227.30	0.70	128.10							3.05	1,355.40
03. EPA Matters					6.70	1,093.50					0.50	42.50	7.20	1,136.00
99. Other Matters			0.50	379.00									0.50	379.00
sub total - G. Employee Matters			2.85	1,606.30	7.40	1,221.60					0.50	42.50	10.75	2,870.40
H. Creditor Claims														
04. Non-Preferential Creditors	3.50	1,560.50	8.25	1,797.15	9.70	1,762.10			2.30	154.10			23.75	5,273.85
99. Other Matters					0.20	26.20							0.20	26.20
sub total - H. Creditor Claims	3.50	1,560.50	8.25	1,797.15	9.90	1,788.30			2.30	154.10			23.95	5,300.05
I. Reporting														
01. Statutory Reporting			16.25	3,935.10	6.60	1,094.95	0.30	38.10	16.35	1,154.35			39.50	6,222.50



Name of Assignment **D & D Wines International -CVL** 00201789

Detail of Time Charged and Rates Applicable for the Period From 01/06/2013 to 09/07/2020

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 £
03. Reporting to Committee	4.00	1,844.00	28.95	6,509.45	5.05	898.15							38.00	9,251.60
04. Reporting to Creditors	2.40	1,279.85	23.05	5,423.65	18.15	3,526.20			5.25	943.75			48.85	11,073.45
06. Reporting to other bodies					0.80	125.60							0.80	125.60
sub total - I. Reporting	6.40	3,123.85	68.25	15,868.20	30.60	5,644.90	0.30	38.10	21.60	1,998.10			127.15	26,673.15
J. Distribution and Closure														
01. Closure Planning			5.50	1,927.40	1.10	237.40							6.60	2,164.80
02. Distributions	1.80	810.00	12.30	2,550.15	8.70	1,582.60							22.80	4,942.75
sub total - J. Distribution and Closure	1.80	810.00	17.80	4,477.55	9.80	1,820.00							29.40	7,107.55
Net Total													165,771.30	
Secretarial Expense													0.00	
Other Disbursements													0.00	
Billed													0.00	
Grand Total													165,771.30	



## **D & D Wines International Ltd - In Liquidation**

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

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

<b>GRADE</b>	<b>£</b>
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 in December and July each year 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  
3 August 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.