

LIQ14

Notice of final account prior to dissolution in CVL



Companies House

THURSDAY



AA2Z1VA0

A10

22/04/2021

#359

COMPANIES HOUSE

1 Company details

Company number 0 2 5 5 7 7 3 0

Company name in full People 1st

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

2 Liquidator's name

Full forename(s) Peter

Surname O'Hara

3 Liquidator's address

Building name/number Wesley House

Street Huddersfield Road

Post town Birstall, Batley

County/Region West Yorkshire

Postcode W F 1 7 9 E J

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

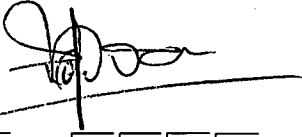
Postcode

Country

② Other liquidator
Use this section to tell us about
another liquidator.

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Notice of final account prior to dissolution in CVL

6	Liquidator's release	
	<input type="checkbox"/> Tick if one or more creditors objected to liquidator's release.	
7	Final account	
	<input checked="" type="checkbox"/> I attach a copy of the final account.	
8	Sign and date	
Liquidator's signature	<div>Signature X  X</div>	
Signature date	<div><div>^d1^d6</div><div>^m0^m4</div><div>^y2^y0^y2^y1</div></div>	

LIQ14

Notice of final account prior to dissolution in CVL



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 **Mike Sharp**

Company name **O'Hara & Co**

Address
Wesley House
Huddersfield Road

Post town **Birstall, Batley**

County/Region **West Yorkshire**

Postcode **W F 1 7 9 E J**

Country

DX **insol@ohara.co.uk**

Telephone **01924 477449**



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.



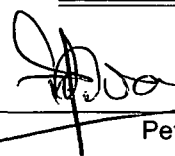
Further information

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

**People 1st
(In Liquidation)
Liquidator's Abstract of Receipts & Payments
From 25 June 2018 To 16 April 2021**

Statement of Affairs	£	£	£
<hr/>			
ASSET REALISATIONS			
Book Debts	35,132.75		
Surplus from Administrator	274,701.48		
Cash at Bank	51,927.71		
Property Service Charges	79,179.85		
Work in Progress	29,952.79		
Bank Interest Gross	2,551.30		
Work in Progress International Contract	51,227.14		
Hospitality Training	55.00		
			524,728.02
COST OF REALISATIONS			
Specific Bond	720.00		
Category 2 Disbursements	10,454.07		
Remuneration	60,000.00		
Legal Fees	16,028.58		
Corporation Tax	264.05		
Commission due on Schedule B Debts	20,320.50		
Commission due on Schedule A Debts	3,315.99		
Storage Costs	4,660.36		
Statutory Advertising	74.10		
Land Registry Fees	25.00		
Computer Expenses	220.00		
Debt Collection Fees	2,331.98		
			(118,414.63)
PREFERENTIAL CREDITORS			
Preferential Creditors Paid in Full	33,934.49		
			(33,934.49)
UNSECURED CREDITORS			
Unsecured Creditors Dividend 5.06p/£	370,337.91		
Employees	2,040.99		
			(372,378.90)
			<hr/>
			0.00
			<hr/>
REPRESENTED BY			
			<hr/>
			NIL
			<hr/>


 Peter O'Hara
 Liquidator

Our Ref: POH/MJS
Your Ref:

18 February 2021



Wesley House
Huddersfield Road
Birstall
Batley
WF17 9EJ

Tel: 01924 477449
Fax: 01924 475262



To the Creditors

Dear Sirs

People 1st - (In Liquidation)

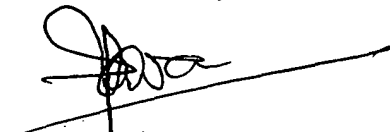
Pursuant to Section 106 of the Insolvency Act 1986 (as amended) I write to provide my final report to members and creditors summarising the outcome of the Liquidation. I enclose for your information an up to date receipts and payments account for the period from 25 June 2018 to 18 February 2021, together with a time costs summary in Statement of Insolvency Practice 9 format.

Details of Appointment

Liquidator: Peter O'Hara of O'Hara & Co
Date of appointment: 25 June 2018
Reporting period: 25 June 2020 to 18 February 2021
Authorising body: Insolvency Practitioners Association
IP numbers: 6371

If you have any queries with regards to this report, please do not hesitate to contact the case manager, Mike Sharp on 01924 477449.

Yours faithfully


Peter O'Hara
Liquidator

Peter O'Hara is authorised to act as an Insolvency practitioner in the UK by the Insolvency Practitioners Association and is bound by the Insolvency Code of Ethics. When acting as Administrator, the affairs, business and property of the company are being managed by the Administrator who acts as agent of the company and contract without personal liability

Corporate Recovery & Insolvency Practitioners

Email: insol@ohara.co.uk | Website: www.ohara.co.uk

Directors: Peter O'Hara FABRP MIPA ACIS | Mike Sharp MA Oson | Kathryn A Sharp

Peter O'Hara is licensed by the Insolvency Practitioners Association.

O'Hara & Co is a trading style of OHCO Ltd.

Company Number: 03551526

VAT Number: 102 1252 87

**NOTICE UNDER RULE 6.28
OF THE INSOLVENCY (ENGLAND & WALES) RULES 2016**

**IN THE MATTER OF
PEOPLE 1ST - IN LIQUIDATION**

Registered Number: 02557730


Registered Office: Wesley House
Huddersfield Road
Birstall
Batley
West Yorkshire
WF17 9EJ

Principal Trading Address: Hospitality House
11-59 High Road
London
N2 8AB

This notice accompanies the final account made up in accordance with Section 106(1)(a) of the Insolvency Act 1986.

1. The Company's affairs are fully wound up
2. Creditors have the right to request information from the Liquidator under Rule 18.9 which is set out in Appendix D of the final account.
3. Creditors have the right to challenge the Liquidator's remuneration and expenses under Rule 18.34 which is set out in Appendix E of the final account
4. A creditor may object to the release of the Liquidator by giving notice in writing to the Liquidator before the end of the prescribed period.
5. The prescribed period is the period ending at the later of:
 - a) Eight weeks after the delivery of the notice; or
 - b) If any request for information under Rule 18.9 or any application to Court under that Rule or Rule 18.34 is made when that request or application is finally determined.
6. The Liquidator will vacate office under section 171 on delivering to the Registrar of Companies the final account and notice saying whether any creditor has objected to release.
7. The Liquidator will be released under Section 173(b) at the same time as vacating office unless any of the company's creditors objected to the liquidator's release

Dated: 18 February 2021


P O Hata
Liquidator

PEOPLE 1ST

Registered Number: 02557730

**Registered Office:
Wesley House
Huddersfield Road
Birstall
Batley
WF17 9EJ**

**Liquidator's Final Report
Prepared pursuant to Section 106 of the Insolvency Act 1986
and Rules 18.9, 18.34, 18.36 and 18.37 of the Insolvency (England and Wales) Rules 2016**

18 February 2021

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- 1** Introduction
- 2** Statutory Information
- 3** Asset Realisations
- 4** Outcome to Creditors
- 5** Investigations
- 6** Liquidator's Remuneration and Disbursements
- 7** Conclusion

APPENDICES

- A** Account of the Liquidator's Final Receipts and Payments for the period from 25 June 2018 to 18 February 2021
- B** Summary of the Liquidator's Time Costs for the periods from 25 June 2018 to 18 February 2021 and for the period 25 June 2020 to 18 February 2021
- C** Notice of dividend
- D** An extract from the Insolvency Rules (England and Wales) 2016 relating to creditors' rights to request additional information from the Liquidators (Rule 18.9); and
- E** An extract from the Insolvency Rules (England and Wales) 2016 relating to creditors' rights to challenge the Liquidator's remuneration or expenses if excessive (Rules 18.34, 18.36 and 18.37)

1. **INTRODUCTION**

I was appointed as Liquidator People 1st on 25 June 2018 the Company having been placed into administration on the 23 April 2018 under the control of two licensed administrators of FRP Advisory namely Gareth Rutt Morris and Philip James Watkins. The major creditor objected to the appointment of the administrators as liquidators and nominated me in their place.

2. **STATUTORY INFORMATION**

Company number: 02557730

Previous names: N/A

Trading style: N/A

Date of incorporation: 13 November 1990

Date commenced trading: November 1990

Principal activity: Educational support services

Former registered office address: Hospitality House, 11-59 High Road London N2 8AB

Trading address: As above

Directors:	<i>Name</i>	<i>Appointed</i>
	Lesley Allan	21 September 2015
	Natalie Bickford	11 June 2008
	Liz Chandler	13 May 2013
	Sarah Edwards	1 February 2013
	David Fairhurst	12 December 2006
	Geoffrey Harrison	1 February 2013
	John McEwan	28 January 2011
	Charles Prew	12 December 2006
	Therese Procter	1 August 2014
	Fiona Ryland	31 January 2015

Former Directors in past three years:	<i>Director's Name</i>	<i>Appointed</i>	<i>Resigned</i>
	Russell Barnes	16 March 2015	21 November 2017
	Amanda Brady	1 October 2014	24 February 2017

Associated, parent or subsidiary companies: N/A

Bankers: Barclays Bank PLC

Registered charges: N/A

Last statutory accounts 31 March 2018

Insolvency advice sought: April 2018

3. ASSET REALISATIONS

3.1 Premises

The Company held a lease of premises at Hospitality House which is owned by Macdonalds. The lease was worthless as it was unassignable but Macdonalds agreed to it being assigned to People 1st International on the basis that a sponsorship agreement was novated.

The importance for the liquidation of People 1st is that the lease of the premises had connected to it an Outsourcing Agreement with Barnet & Southgate under which the company was to receive payment of a share of the revenue generated by Barnet & Southgate out of the use of the premises.

The lease has been assigned and the outsourcing and sponsorship agreements have been novated. As a result, the company avoided any claim from the landlord for breach of lease and received the sum of £79,179 from Barnet & Southgate under the Outsourcing Agreement.

3.2 Administrators Surplus

As can be seen from the attached statement of affairs, I received the sum of £274,701 from the administrators the details of which were set out in the administrators' report to creditors. Their fees agreed with creditors were also deducted from the monies in hand.

3.3 Book Debts and Retentions

The sale of part of the business undertaken by the administrators involved the collection of various book debts and work in progress. People 1st International arranged collection of the book debts (£51,927) which were paid into the company's bank account (hence described as cash at bank in the attached schedule) and for which they were paid a commission of £3,271.

In addition, the agreement provided for a split of the work in progress, payment for which was made directly into the company's bank account and the sum of £20,320 was paid to People 1st International for its share of the receipts falling into this category.

In addition, work in progress in the sum of £51,227 has been received from People 1st International in respect of the work in progress for international contracts which were continued by People 1st International after the dated of administration. The split of the proceeds was calculated on a quantum meruit basis.

I have recovered additional book debts in the sum of £7,957 plus a small debt of £55 for hospitality training. People 1st International have now ceased their collection of outstanding monies and passed the remaining debts to me for collection. There are no further realisations anticipated in this regard.

3.4 Other Realisations in the Liquidation

I have received the sum of £2,551.30 in respect of bank interest of which £141.88 has been received since the last report.

4. CREDITORS

4.1 Fixed Charge Creditors

There are no fixed charge creditors

4.2 Preferential Creditors

I have now received preferential claims in the total sum of £33,934.49. This relates to claims from former employees. I have received legal advice on the level of those claims and have agreed the figures with the employees concerned. All preferential claims have been discharged in full.

4.3 Non-Preferential Creditors

I was informed at the outset of the liquidation that there were almost 2,500 creditors in this liquidation. This information was clearly inaccurate and the error has created a significant cost to the liquidation both in terms of the initial communication with creditors and the subsequent telephone calls from those who could find no recent record of dealings with the company.

I have now received unsecured claims totalling £7,392,061.18. I have advertised for any further claims and the time for the submission of claims has now expired.

The above figures include the protective awards made in favour of former employees upon which I have received legal advice and all claims have now been agreed with the employees concerned.

5. AREAS OF INVESTIGATION

I have conducted investigations into the company's affairs in accordance with Statement of Insolvency Practice 2 (SIP 2). There are no further investigations ongoing

6. PAYMENTS AND REMUNERATION

6.1 Remuneration

I have agreed a fee of £60,000 for my services. The level is higher than expected due mainly to the complexities surrounding the lease of the Company's premises and the claims for protective awards by the former employees.

Attached is a schedule of my time costs which total £90,967.50 of which £9,592 50 has been incurred since my last report to creditors. As referred to above, I have limited my fee to £60,000.

6.3 Category One Disbursements

SIP 9 defines "Category One Disbursements" as being expenses directly attributable to the insolvent estate, paid to an independent third party, which are recoverable from the insolvent estate (without further creditor approval).

The following disbursements have been incurred and recovered from the case:-

	£
Bond	720.00
Statutory advertising	74.10
Corporation Tax	264.05
Land Registry Fee	25.00
	<u>1,083.15</u>

Professional fees

The following disbursements have been incurred in respect of professional fees

	£
Legal fees	16,028.58
Computer services	220.00
Debt collection fees	2,331.98
	<u>18,580.56</u>

I have also paid commissions under the agreement made by the administrators for the collection of the book debts in the total sum of £23,636.49

Furthermore I have incurred storage charges for the voluminous records of the company up to the closure of the case in the sum of £4,660.36.

6.4 Category Two Disbursements

SIP 9 defines "Category 2 Disbursements" as being expenditure incidental to the administration of the insolvent case, which includes an element of shared or allocated costs including payments to the Insolvency Practitioner's firm or connected parties.

The following disbursements have been incurred and £10,454.07 has been recovered from the case to date:-

	£
Telephone expenses	69.20
Travel and meeting expenses	1,492.62
Postage and Photocopying costs re reports to creditors	8,817.25
Room Hire	75.00
	<u>10,454.07</u>

These costs were disproportionately high due to the inaccurate information supplied resulting in over 2,500 reports being sent to "creditors" most of whom were not creditors and had not been involved with the company for a number of years.

7. CONCLUSION

This is my final report detailing my dealings in this matter and to confirm that all my administration is concluded. As per the above notice, I will seek my release as Liquidator on 16 April 2021 and submit my final return to the Registrar of Companies accordingly.

Yours faithfully



Peter O'Hara
Liquidator

Peter O'Hara is authorised to act as an Insolvency practitioner in the UK by the Insolvency Practitioners Association and is bound by the Insolvency Code of Ethics. When acting as Administrator, the affairs, business and property of the company are being managed by the Administrator who acts as agent of the company and contract without personal liability

**Account of Liquidator's Receipts and Payments
for the period from 25 June 2018 to 18 February 2021**

People 1st
(In Liquidation)
Liquidator's Summary of Receipts and Payments

RECEIPTS	Statement of Affairs (£)	From 25/06/2018 To 24/06/2020 (£)	From 25/06/2020 To 18/02/2021 (£)	Total (£)
Book Debts		35,132.75	0.00	35,132.75
Surplus from Administrator		274,701.48	0.00	274,701.48
Cash at Bank		51,927.71	0.00	51,927.71
Property Service Charges		79,179.85	0.00	79,179.85
Work in Progress		29,952.79	0.00	29,952.79
Bank Interest Gross		2,409.42	141.88	2,551.30
Work in Progress International Contracts		51,227.14	0.00	51,227.14
Hospitality Training		55.00	0.00	55.00
		524,586.14	141.88	524,728.02

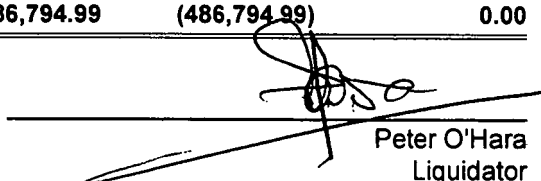
PAYMENTS

Specific Bond		720.00	0.00	720.00
Category 2 Disbursements		0.00	10,454.07	10,454.07
Remuneration		0.00	60,000.00	60,000.00
Legal Fees		11,028.58	5,000.00	16,028.58
Corporation Tax		0.00	264.05	264.05
Commission due on Schedule B Debtors		20,320.50	0.00	20,320.50
Commission due on Schedule A Debtors		3,315.99	0.00	3,315.99
Storage Costs		0.00	4,660.36	4,660.36
Statutory Advertising		74.10	0.00	74.10
Land Registry Fees		0.00	25.00	25.00
Computer Expenses		0.00	220.00	220.00
Debt Collection Fees		2,331.98	0.00	2,331.98
Preferential Creditors Paid in Full		0.00	33,934.49	33,934.49
Unsecured Creditors Dividend 5.06p/£		0.00	370,337.91	370,337.91
Employees		0.00	2,040.99	2,040.99
		37,791.15	486,936.87	524,728.02

Net Receipts/(Payments)	486,794.99	(486,794.99)	0.00
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MADE UP AS FOLLOWS

Bank 1 Current	486,794.99	(486,794.99)	0.00
	486,794.99	(486,794.99)	0.00


Peter O'Hara
Liquidator

**Summary of Liquidator's Time Costs
for the period from 25 June 2018 to 18 February 2021
and
for the period 25 June 2020 to 18 February 2021**

Time Entry - SIP9 Time & Cost Summary

P365 - People 1st
All Post Appointment Project Codes
From: 25/06/2018 To: 18/02/2021

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Administration & Planning	57.30	0.00	46.10	61.40	164.80	48,117.50	291.98
Case Specific Matters	0.00	0.00	9.60	0.00	9.60	2,880.00	300.00
Creditors	10.10	0.00	53.20	33.90	97.20	26,610.00	273.77
Investigations	1.80	0.00	8.10	0.00	9.90	3,105.00	313.64
Realisation of Assets	16.40	0.00	5.40	9.00	30.80	9,685.00	314.45
Trading	0.00	0.00	1.90	0.00	1.90	570.00	300.00
Total Hours	85.60	0.00	124.30	104.30	314.20	90,967.50	289.52
Total Fees Claimed						0.00	
Total Disbursements Claimed						0.00	

Time Entry - SIP9 Time & Cost Summary

P365 - People 1st
All Post Appointment Project Codes
From: 25/06/2020 To: 18/02/2021

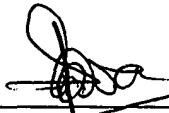
Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Administration & Planning	3.10	0.00	0.10	8.70	11.90	3,145.00	264.29
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors	1.60	0.00	12.90	8.50	23.00	6,057.50	263.37
Investigations	0.00	0.00	1.30	0.00	1.30	390.00	300.00
Realisation of Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Hours	4.70	0.00	14.30	17.20	36.20	9,592.50	264.99
Total Fees Claimed						0.00	
Total Disbursements Claimed						0.00	

NOTICE OF DIVIDEND
NOTICE UNDER RULE 14.36
OF THE INSOLVENCY (ENGLAND AND WALES) RULES 2016.
IN THE MATTER OF
PEOPLE 1ST - IN LIQUIDATION
COMPANY NUMBER: 02557730

This notice is delivered by the Liquidator of the Company, Peter O'Hara, of O'Hara & Co, Wesley House, Huddersfield Road, Birstall, Batley, WF17 9EJ (telephone number 01924 477449), who was appointed by the members and creditors.

The Liquidator gives notice confirming that a dividend of 5.06p in the £ has been declared in the Liquidation of the Company.

Dated: 18 February 2021


Peter O'Hara
Liquidator

An Extract from the Insolvency (England and Wales) Rules 2016 Relating to Creditors' Rights to Request Additional Information from the Liquidator

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 until 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 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).

An Extract from the Insolvency (England and Wales) Rules 2016 Relating to Office Holders' Remuneration

Rule 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").

Rule 18.36

1. This rule applies to applications made with permission under rule 18.34.
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 of 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.

Rule 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.