

# Liquidator's Progress Report

# S.192

Pursuant to Sections 92A and 104A and 192  
of the Insolvency Act 1986

To the Registrar of Companies

Company Number

03285052

Name of Company

Sound Base Studios Trust

I / We

Norman Cowan, Wilder Coe LLP, Oxford House, Campus 6, Caxton Way, Stevenage, Herts, SG1 2XD

Panos Papas, Wilder Coe LLP, Oxford House, Campus 6, Caxton Way, Stevenage, Herts, SG1 2XD

the liquidator(s) of the company attach a copy of my/our Progress Report  
under section 192 of the Insolvency Act 1986

The Progress Report covers the period from 04/09/2015 to 03/09/2016

Signed



Date

11/11/2016

Wilder Coe Ltd  
Oxford House, Campus 6  
Caxton Way, Stevenage  
Hertfordshire SG1 2XD

Ref VL1277/NC/PP/MP/TC/DD/AK

THURSDAY



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03/11/2016

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COMPANIES HOUSE



**Joint Liquidators' Annual  
Progress Report to  
Creditors & Members**

**Sound Base Studios Trust  
In Liquidation**

**31 October 2016**

**WILDER COE LTD BUSINESS RECOVERY**



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## 1 Introduction and Statutory Information

1.1 I, Norman Cowan, together with my partner Panos Papas, of Wilder Coe Ltd, Oxford House, Campus 6, Caxton Way, Stevenage, Hertfordshire SG1 2XD, was appointed as Joint Liquidator of Sound Base Studios Trust ("the Company") on 4 September 2015. This progress report covers the period from 4 September 2015 to 3 September 2016 ("the Period") and should be read in conjunction with any previous progress reports which have been issued.

1.2 The principal trading address of the Company was 25 Sun Street, Hitchin, Herts, SG5 1AH.

1.3 The registered office of the Company has been changed to Wilder Coe Ltd, Oxford House, Campus 6, Caxton Way, Stevenage, Herts, SG1 2XD and its registered number is 03285052.

## 2 Progress of the Liquidation

2.1 This section of the report provides creditors with an update on the progress made in the liquidation during the Period.

2.2 At Appendix A is my receipts and payments account for the period of this report.

### Administration

2.3 The liquidators must comply with certain statutory obligations under the Insolvency Act 1986 and other related legislation. This work includes dealing with the Company's creditors and employees together with administrative tasks associated with the appointment, such as agreeing the strategy for the liquidation, filing notices of appointment, statutory advertising, opening and maintaining the estate cash book and bank accounts and reporting periodically to creditors, HMRC and the Registrar of Companies.

2.4 Creditors should note that this work will not necessarily bring any financial benefit to creditors, but is required on every case by statute.

### Realisation of Assets

2.5 The assets of uncertain value listed on the Company's Statement of Affairs included leasehold property, plant and machinery and an investment in Bliss Music Limited. These potential assets were investigated and found to have no realisable value.

2.6 The Trustees' Guarantees listed with a book value of £3.00 on the Statement of Affairs was deemed uneconomical to pursue.

2.7 Based on the above, I currently anticipate no further expenses will be incurred for asset realisation.

### Creditors (claims and distributions)

2.8 Further information on the anticipated outcome for creditors in this case can be found at section 3 of this report. The Liquidators are not only required to deal with correspondence and claims from unsecured creditors (which may include retention of title claims), but also those of any secured and preferential creditors of the Company. This may involve separate reporting to any secured creditor and dealing with distributions from asset realisations caught under their security, most typically a debenture.

2.9 Claims from preferential creditors typically involve employee claims and payments made on behalf of the Company by the Redundancy Payments Service following dismissal.



- 2 10 The above work will not necessarily bring any financial benefit to creditors generally, however the Liquidators are required by statute to undertake this work. Similarly, if a distribution is to be paid to any class of creditor, work will be required to agree those claims and process the dividend payments to each relevant class of creditor. The more creditors a company has, the more time and cost will be involved by the Liquidators in dealing with those claims.

#### ***Investigations***

- 2 11 Some of the work the Liquidators are required to undertake is to comply with legislation such as the Company Directors' Disqualification Act 1986 ("CDDA 1986") and Statement of Insolvency Practice 2 – Investigations by Office Holders in Administration and Insolvent Liquidations and may not necessarily bring any financial benefit to creditors, unless these investigations reveal potential asset recoveries that the Liquidators can pursue for the benefit of creditors.
- 2 12 I can confirm that I have submitted a report on the conduct of the Directors of the Company to the Department for Business Innovation & Skills under the CDDA 1986. As this is a confidential report, I am unable to disclose the contents.
- 2 13 Shortly after appointment, I made an initial assessment of whether there could be any matters that might lead to recoveries for the estate and what further investigations may be appropriate. This assessment took into account information provided by creditors either at the s98 meeting or as a response to my request to complete an investigation questionnaire. My investigations have not revealed any issues requiring further report or any further potential recoveries which could be pursued for the benefit of creditors.

### **3 Creditors**

#### ***Secured Creditors***

- 3 1 There are no secured creditors.

#### ***Preferential Creditors***

- 3 2 There are no preferential creditors.

#### ***Unsecured Creditors***

- 3 3 I have received claims totalling £65,777.82 from 8 creditors. I have yet to receive claims from 4 creditors whose debts total £57,606.35 as per the Company's statement of affairs.
- 3 4 I would confirm that it is anticipated there will be insufficient funds realised after defraying the expenses of the liquidation to pay a dividend to unsecured creditors.

### **4 Joint Liquidators' Remuneration**

- 4 1 The Creditors resolved that the basis of the Liquidators' remuneration be fixed by reference to the time properly spent by him and his staff in managing the Liquidation.
- 4 2 My time costs for the Period are £15,482.00. This represents 110.4 hours at an average rate of £140.24 per hour. Attached as Appendix B is a time analysis which provides details of the activity costs incurred by staff grade during the Period in respect of the costs fixed by reference to time properly spent by me in managing the liquidation. To date no fee or disbursements have been drawn on account.



4 3 In considering the remaining work to be done in this liquidation, I currently anticipate that my time costs to complete the liquidation will be approximately £4,000 I will update creditors on this in my next progress report

4 4 A copy of 'A Creditors' Guide to Liquidators' Fees' is available on request or can be downloaded from [http //www icaew com/en/technical/insolvency/creditors-guides](http://www.icaew.com/en/technical/insolvency/creditors-guides)

4 5 Attached as Appendix C is additional information in relation to the Liquidators' fees, expenses and disbursements, including where relevant, information on the use of subcontractors and professional advisers

## 5 Creditors' Rights

5 1 Within 21 days of the receipt of this report, a secured creditor, or an unsecured creditor (with the concurrence of at least 5% in value of the unsecured creditors) may request in writing that the Liquidators provide further information about their remuneration or expenses which have been itemised in this progress report

5 2 Any secured creditor, or an unsecured creditor (with the concurrence of at least 10% in value of the unsecured creditors) may within 8 weeks of receipt of this progress report make an application to court on the grounds that, in all the circumstances, the basis fixed for the Liquidators' remuneration is inappropriate and/or the remuneration charged or the expenses incurred by the Liquidators, as set out in this progress report, are excessive

## 6 Next Report

6 1 I am required to provide a further report on the progress of the liquidation within two months of the next anniversary of the liquidation, unless I have concluded matters prior to this, in which case I will write to all creditors with my final progress report ahead of convening the final meeting of creditors

Yours faithfully

Norman Cowan  
Joint Liquidator

**Sound Base Studios Trust  
(In Liquidation)**

**Joint Liquidators' Summary of Receipts and Payments  
To 03 September 2016**

<b>RECEIPTS</b>	<b>Statement of Affairs (£)</b>	<b>Total (£)</b>
Leasehold Property	Uncertain	0 00
Plant & Machinery	Uncertain	0 00
Trustees' Guarantee	3 00	0 00
Investment in Bliss Music Limited	Uncertain	0 00
		<hr/>
		0 00
		<hr/>
<b>PAYMENTS</b>		
Employee Arrears of Wages	(800 00)	0 00
Employee Arrears of Holiday	(600 00)	0 00
Trade & Expense Creditors	(12,369 04)	0 00
HM Revenue & Customs	(32,000 00)	0 00
Redundancy Pay	(9,975 00)	0 00
Employee Notice Pay	(5,700 00)	0 00
Employee Arrears of Wages	(34,200 00)	0 00
Employee Arrears of Holiday	(875 00)	0 00
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		0 00
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Net Receipts/(Payments)		0 00
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MADE UP AS FOLLOWS

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0 00

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Note - VAT is not recoverable

# 604 - Sound Base Studios Trust (in a Creditors Voluntary Liquidation)

Appendix B

Analysis of time costs from 04/09/2015  
to 03/09/2016

Classification of Work Function	Hours					Time Cost	Average Hourly Rate
	Partner	Manager	Administrator	Support	Total Hours		
Administration and Planning	0 60	0 00	37 70	4 60	42 90	£6,122 50	£142 72
Creditors	0 20	0 00	22 20	2 00	24 40	£3,407 00	£139 63
Investigations	0 30	0 00	37 10	2 30	39 70	£5,451 50	£137 32
Realisation of Assets	0 00	0 00	3 40	0 00	3 40	£501 00	£147 35
Trading							
Totals	1 1	0	100 4	8 9	110 4	£15,482 00	£140 24
Total Fees Claimed	(Excluding Disbursements and VAT)					£15,482 00	





## Appendix C

### Additional Information in Relation to the Joint Liquidators' Fees, Expenses & Disbursements

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

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

#### 2 Joint Liquidators' Expenses & Disbursements

- 2.1 An analysis of the expenses incurred but not paid at the date of this report is provided below

	Incurred but not paid to date £	Total anticipated cost £
Statutory advertising	207.00	276.00
Specific penalty bond	12.00	12.00
Postage	13.58	28.00
Category 2 Disbursements		
Photocopying	26.00	40.00

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

#### 3 Charge-Out Rates

- 3.1 Wilder Coe Ltd's current charge-out rates effective from 4 April 2016 are detailed below. Please note this firm records its time in minimum units of 6 minutes.

Grade	Hourly Rate (£)
Partner	440
Manager	390
Supervisor	230
Administrator	195
Junior Administrator	145
Support staff (secretarial)	140