

AM10

Notice of administrator's progress report



Companies House

THURSDAY



A27 *A880FCMR* 20/06/2019 #367
COMPANIES HOUSE

1 Company details

Company number 0 3 2 8 7 5 7 9

Company name in full Bridal Fashions Limited t/a Berketex Bride

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

2 Administrator's name

Full forename(s) Robert Neil

Surname Dymond

3 Administrator's address

Building name/number The Manor House

Street 260 Ecclesall Road South

Post town Sheffield

County/Region

Postcode S 1 1 9 P S

Country

4 Administrator's name ①

Full forename(s) Lisa Jane

Surname Hogg

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

5 Administrator's address ②

Building name/number The Manor House

Street 260 Ecclesall Road South

Post town Sheffield

County/Region

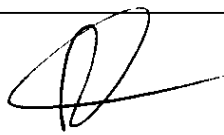
Postcode S 1 1 9 P S

Country

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

AM10

Notice of administrator's progress report

6	Period of progress report															
From date	d	2	d	2	m	1	m	1	y	2	y	0	y	1	y	8
To date	d	2	d	1	m	0	m	5	y	2	y	0	y	1	y	9
7	Progress report															
<input checked="" type="checkbox"/> I attach a copy of the progress report																
8	Sign and date															
Administrator's signature	Signature X  X															
Signature date	d	1	d	9	m	0	m	6	y	2	y	0	y	1	y	9

**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 **Joseph Dobbins**

Company name **Wilson Field Limited**

Address **The Manor House**
260 Ecclesall Road South

Post town **Sheffield**

County/Region

Postcode **S 1 1 9 P S**

Country

DX

Telephone **01142356780**

**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.

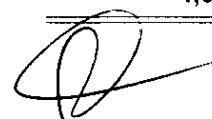
**Further information**

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

Bridal Fashions Limited t/a Berketex Bride
(In Administration)
Joint Administrators' Summary of Receipts & Payments

Statement of Affairs £	From 22/11/2018 To 21/05/2019 £	From 22/11/2018 To 21/05/2019 £
ASSET REALISATIONS		
Balances paid for dresses	19,928.75	19,928.75
Bank Interest Gross	25.39	25.39
Business Rates Refund	1,649.67	1,649.67
Cash held	2,609.10	2,609.10
	<u>24,212.91</u>	<u>24,212.91</u>
COST OF REALISATIONS		
Alarm Maintenance	430.00	430.00
Bailiff Costs	2,358.50	2,358.50
Collection of Records	1,080.00	1,080.00
Employee agents costs	4,353.82	4,353.82
Mileage	656.93	656.93
Pre Administrators Fee	175.73	175.73
Rates Refund Agent Fees	157.32	157.32
Re-Direction of Mail	204.00	204.00
Specific Bond	512.00	512.00
Statutory Advertising	73.50	73.50
Storage of Records	6,400.00	6,400.00
Subsistence	2,015.25	2,015.25
Travel Expenses	1,124.29	1,124.29
	<u>(19,541.34)</u>	<u>(19,541.34)</u>
	4,671.57	4,671.57
REPRESENTED BY		
Bank 1 Current		1,048.09
Vat Control Account		3,623.48
		<u>4,671.57</u>



Robert Neil Dymond
Joint Administrator

Joint Administrators' Progress Report

**Bridal Fashions Limited t/a Berketex Bride
- In Administration**

18 June 2019

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THE ADMINISTRATORS' PROGRESS REPORT

1 Introduction

- 1.1 I, together with my partner Lisa Jane Hogg, was appointed Joint Administrator of Bridal Fashions Limited t/a Berketex Bride (the Company) on 22 November 2018. The appointment was made by the director of the Company.
- 1.2 This Administration is being handled by Wilson Field Limited at The Manor House, 260 Ecclesall Road South, Sheffield, S11 9PS. The Administrators' contact details are by phone on 01142356780 or via email at J.Dobbins@wilsonfield.co.uk. The Administration is registered in the High Court of Justice Business & Property Courts in Manchester, reference number 2018-3104 of 2018.
- 1.3 Information about the way that we will use, and store personal data on insolvency appointments can be found at www.wilsonfield.co.uk/not-so-small-print. If you are unable to download this, please contact us and a hard copy will be provided to you.
- 1.4 The Company traded from the following premises:
 - Berketex Bride Bristol, 63 The Horsefair, Bristol BS1 3JP
 - Berketex Bride London, 17 Woodstock Street, London W1C 2AJ
 - Berketex Bride Croydon, Norfolk House, Wellesley Road, Croydon CR0 1LH
 - Berketex Bride Leicester, 94 Granby Street Leicester LE1 1DJ
 - Berketex Bride Nottingham, 7 Flying Horse Walk, Nottingham NG1 2HN
 - Berketex Bride Leeds, 1 Queens Arcade Briggate Leeds LS1 6LH
 - Berketex Bride Glasgow, 38 Bath Street, Glasgow G2 1HG
 - Berketex Bride Birmingham - Unit 7 55 Temple Row, Birmingham B2 5LS
 - Berketex Bride Chester, 116 Foregate Street, Chester CH1 1HB
 - Berketex Bride Edinburgh, 48a Frederick Street, Edinburgh EH2 1EX
 - Berketex Bride Debenhams Oxford Street, Debenhams, 334-348 Oxford Street, London W1C 1JG
 - Berketex Bride Debenhams Sheffield, Debenhams, The Moor, Sheffield S1 3LR
 - Berketex Bride Debenhams Manchester, Market Street, Manchester M60 1TA
 - Berketex Bride Headquarters - 11/12 Priest Court, Springfield Business Park, Grantham Lincolnshire NG31 7FZ
- 1.5 The business traded under the name Berketex Bride.
- 1.6 The registered office of the Company is Wilson Field, The Manor House, 260 Ecclesall Road South, Sheffield S11 9PS and its registered number is 03287579.
- 1.7 As Joint Administrator, I am required to provide a progress report covering the period of six months commencing from the date the Company entered Administration and every subsequent period of six months. This progress report covers the period from 22 November 2018 to 21 May

2019 ("the Period") and should be read in conjunction with my earlier proposals report and any previous progress reports which have been issued.

2 Progress of the Administration

- 2.1 You may recall that the statutory objective being pursued in the Administration was realising property in order to make a distribution to one or more secured or preferential creditors. In addition to the pursuance of this statutory objective, an Administrator has duties imposed by insolvency and other legislation, some of which may not have provided any financial benefit to creditors.
- 2.2 This section of the report provides creditors with an update on the progress made in the Period, both in terms of the achievement of the statutory objective, but also work which is required of the Administrators under other related legislation.
- 2.3 At Appendix A is my Receipts and Payments Account covering the period of this report.
- 2.4 Attached at Appendix B is a time analysis outlining the time spent by the Administrators and their staff during the Period.
- 2.5 Further information about the basis of remuneration agreed in this case and the Administrators' fees estimate can be found in section 4 of this report, together with any relevant information about revisions to my initial estimate, where applicable.
- 2.6 The Administrator is required to provide a narrative statement explain the work undertaken in the period. A detailed description is provided under each heading below:

Administration (including statutory compliance & reporting)

- 2.7 As noted above, the Administrators must comply with certain statutory obligations under the Insolvency Act 1986 and other related legislation. Details about the work that I anticipated would need to be done in this area was outlined in my initial fees estimate/information. This work includes but is not limited to the following:-
- Notifying creditors of the Liquidator's appointment and other associated formalities including statutory advertising and filing relevant statutory notices at Companies House;
 - Preparing and issuing the Joint Administrators Statement of Proposals to members and creditors
 - Preparing and issuing annual progress reports to members and creditors;
 - Lodging periodic returns with the Registrar of Companies for the Liquidation;
 - Complying with statutory duties in respect of the Liquidators' specific penalty bond;
 - Creation and update of case files on the firm's insolvency software;
 - Completion and filing of the notice of the Company's insolvency to HMRC;
 - Periodic case progression reviews;
 - Opening, maintaining and managing the Liquidation estate cashbook and bank account
- 2.8 Where the costs of statutory compliance work or reporting to creditors exceeds the initial estimate, it will usually be because the duration of the case has taken longer than anticipated, possibly due to protracted asset realisations, which have in turn placed a further statutory reporting requirement on the Administrators.
- 2.9 As noted in my initial fees estimate/information, this work will not necessarily bring any financial benefit to creditors, but is required on every case by statute.

Realisation of Assets

Stock

- 2.10 As stated within the Administrators' Proposals, due to the nature of assets being large volumes of stock held in numerous locations across the Country, John Pye & Sons Auctioneers ("John Pye") were instructed to assist in the logistics of collection of the stock as it was understood they had the capacity and resources to collect the large amounts of stock that the Company was in possession of in a timely and efficient manner. John Pye's instruction extended to recommending a strategy best suited to marketing the stock in order to achieve the highest realisations possible for the benefit of creditors.
- 2.11 The stockholding of the Company consisted of around 20,000 items mainly consisting of bridal wear. Approximately 12,000 of these items relate to dresses, a large proportion of which were bridal gowns, with other dresses including bridesmaid, flower girls' and prom dresses. The remaining 8,000 items comprised of veils, shoes and bridalwear accessories such as tiaras, garters and belts.
- 2.12 The agent offered a number of options for disposal as detailed below:-
- Pop-Up Retail Sales
 - Auction
 - Private Treaty Bulk Trade Sale
- 2.13 It was concluded by the Joint Administrators following the advice from the agent, to operate a pop-up retail shop from one of their locations in the first instance. The Joint Liquidator agreed with the advice given by the agent, as it was anticipated this option would offer better realisations than what would be expected to be achieved at auction or by private treaty sales, and thus offered the highest likely realisations, as detailed and justified in the Administrators proposals. A retail shop located at John Pye's Port Talbot site was opened up to the general public, offering a sizeable discount on the retail value. The main benefit of operating from this location was that due to the premises being owned by John Pye's, there were no rental or operational costs such as utilities and rates.
- 2.14 The first pop-up shop was opened at the beginning of December 2019. Whilst actual volume of sales were disappointing from the outset, the individual items being sold were achieving high unit values. The Liquidator reviewed this strategy and the sales performance with the agent on a regular basis. As at 8 January 2018, it was confirmed by John Pye that a total of £11,231 had been realised. Whilst the realisations achieved at this stage were not deemed to be particularly high, the reason for this had been attributed to the time of year being a notoriously quiet period for the bridal wear industry.
- 2.15 Sales did not pick up significantly in the following month. The agent recommended continuance with the strategy as they were anticipating that sales would pick up in the spring, as this was deemed to be the optimum sales period for bridal wear. Upon the advice of the agent the Joint Administrators therefore continued with this strategy. As the costs involved with operating the retail store were relatively low, the Joint Administrators continued this avenue of selling the assets to try and maximise potential realisations.
- 2.16 In order to try and increase sales, an additional pop-up store was opened in Chesterfield by John Pye. By March 2019, realisations of £28,716.49 had been achieved from the pop-up stores. When reviewing John Pye's weekly sales figures from the previous weeks, the pop-up stores were achieving on average c£1,000 per week. The agent's cost of staffing the shops was approximately £250.00 per day per location, as well as 15% commission on sales. On review, it was clear that realisations achieved in the recent weeks were at best just breaking even. However, the agent again recommended to continue with this strategy until the end of April, stating from past experiences of a similar nature there was an uplift in sales in April and

May. As at the beginning of April the sales achieved from the pop-up retail stores were £34,022.08. Sales had not spiked as anticipated.

- 2.17 It should be noted that the agents tried numerous marketing strategies to draw attention to the pop-up sales including attendance at wedding fayres, local radio marketing and social media marketing. The agents had a designated page on their website and utilised the hash tag #dreamdressforless.
- 2.18 In order to try and increase the sales at the pop-up stores it was considered opening another store at the Joint Administrators' head office in Sheffield and operating it utilising Wilson Field employees, in an attempt to reduce overheads. However, the agent advised this was not likely to be cost effective, after accounting for the costs involved with transporting the dresses from storage in Wales to Sheffield, in addition to the marketing and staffing expenses and the costs involved with fitting out the offices to a suitable standard in order accommodate a space for a bridal store. This was discounted as a strategy as it was clear that the costs would be disproportionate to the likely realisations that would be achieved from operating another store and was not therefore in creditors' best interests.
- 2.19 As sales had not improved, it was not deemed financially viable by the Joint Administrators to continue with the pop-up store strategy. At the start of April it was concluded that the strategy would be abandoned and the pop-up stores would close at the end of that month, as whilst the prices achieved for the individual items sold had been fairly high, the volume of sales had been less than anticipated. The pop-up stores generated a total balance of £36,934.60 plus VAT from December 2018 through to April 2019 at a cost of £6,250 plus VAT to operate the stores in addition to 15% for commission on sales.
- 2.20 Following the decision to close the pop-up stores discussions were then held with the agent to determine the best strategy going forwards. The options of private treaty sales and auctioning the dresses were discussed and it was decided to do a trial auction of 100 dresses from a wide range of stock being held which included a varied quality of both bridal and non-bridal dresses. It was considered by the agent that if the dresses were sold in bulk by private treaty sale any prospective purchaser would likely wish to cherry pick the stock to purchase at a discounted rate, leaving the Joint Administrators with a poor quality stockholding with little prospect of meaningful auction realisations. Auctioning all of the dresses at once was also likely to reduce the price achieved in total.
- 2.21 The initial auction which closed on 14 May 2019 proved a success, achieving total realisations of £4,350.00 plus VAT from the sale of 90 dresses averaging nearly £50 per dress. The agent had originally advised we could expect to achieve a minimum of £30 per dress if sold at auction.
- 2.22 It was therefore agreed with the agent to continue auctioning the dresses in instalments, however increasing the number to 200 dresses a week, plus 30 accessories were included. The second auction, ending on 20 May 2019 achieved £6,504 plus VAT. Whilst the average price per item was lower than the first week, this also includes the lower value accessories, which brought the average price down. The agent advised that the average price achieved for the dresses was still above the estimated £30 per dress. It was therefore decided to continue with this approach.
- 2.23 The auctions have continued since the end of the Period, and it is anticipated that the Joint Administrators will continue auctioning the dresses whilst realisations at the current level are maintained. The Joint Administrators will continue to monitor the auctions and review whether this strategy is proving successful.
- 2.24 As detailed in the Proposals, if £30 per dress was achieved, realisations for the dresses would be in the region of £360,000. It is anticipated that some items might not be saleable however, due to either being damaged or undesirable, so realisations could be lower than this on a worst-case scenario. In comparison to that, the best possible estimated outcome for realisations if the assets are sold by auction or private treaty, was estimated to be in the region of £75 per dress, equating to a total of £900,000 estimated realisations. Averaging out the best and worst-

case scenarios equated to a value of £52.50 per dress, and in this event the total realisations would be in the region of £630,000.

- 2.25 As regards the accessories, the Proposals detailed that if the accessories are sold at auction the estimated realisable value would be between 5-10% of cost price. There is a vast difference in cost price for the items, which range from hair clips to veils. In the interest of being prudent, a provision of £2.50 per accessory was estimated to be realisable. It was therefore estimated the accessories would achieve in the region of £17,000. Some items, such as bridal hoops and belts are not likely to be sold on an individual basis due to the nature of the items, having been designed for specific dresses.
- 2.26 It should be noted at this stage that it remains difficult to be able to accurately quantify what the total realisations of the stock are likely to be, but the figures given above are based upon what has previously been achieved by our agent John Pye in similar sales of bridal wear which they have facilitated, which have been borne out by the realisations to date.
- 2.27 The receipts and payments for the Period do not record the realisations achieved to date, as funds are currently being held by our agent. A total of £47,788.60 plus VAT has been achieved from the pop-up shops and auctions in the Period.

Stock/Funds retained by Debenhams

- 2.28 As reported in the Proposals, the Company had a concession agreement ("the agreement") with Debenhams, and consequently operated three Berketex Bride concessions stores in Debenhams. Under the terms of the agreement Debenhams terminated the agreement on 7 December 2018 by virtue of the Company's insolvency.
- 2.29 The Company failed to give 6 months' notice of the event which led to termination as required under the terms of the agreement, causing Debenhams to have suffered loss in terms of loss of commission, concession "make good" costs, costs of processing refunds, dealing with complaints, stock handling and administrative costs, management time and reputational loss.
- 2.30 Debenhams held the sum of approximately £23,400 as at 7 December 2018 in respect of concession sales receipts.
- 2.31 Debenhams requested that the Joint Administrators remove the goods they were holding, but under the terms of the agreement would hold a lien over the goods to the value of their indebtedness. The Joint Administrators sought advice from John Pye, who advised that realisations would not be sufficient to justify the expense of removal and sale of the stock taking into consideration the sums due to Debenhams arising from the termination.
- 2.32 On 4 February 2019 Debenhams, stated their estimated loss of commission for the 6-month period which the Company failed to give notice for was approximately £39,300 plus VAT. Further, Debenhams advised that the costs of making good were estimated to be £5,000. In addition, there are additional unquantifiable costs anticipated which Debenhams have not yet accounted for, and their claim of £52,200 was submitted on an interim basis pending further reconciliation. As at the date of the letter, Debenhams were holding £15,454.35 in respect of concession sales receipts, however, it had been identified by Debenhams there were a potential of £9,400 further customer refunds due to be paid back to customers whose orders had not been fulfilled.
- 2.33 Debenhams confirmed they were holding approximately 1400 units of stock, which they intended to sell, and forecasted income from the sale of the stock to be in the region of £60,000. Based on anticipated realisations after Debenhams costs and liabilities have been discharged there may be a small surplus available which will be paid into the Administrator estate. However this is entirely dependent on achieving the forecasted income. Creditors will be updated in subsequent reports on the quantum of Debenhams' claim and whether any funds will be due to the Administrators after reconciliation of the account.

Balance paid for dresses

- 2.34 As reported in the Proposals, brides whose orders the Joint Administrators were in possession of who had not paid for the dresses in full were contacted and given the opportunity to pay the balance outstanding on their order to release the dress.
- 2.35 Funds totalling £19,928.75 have been received in the Period, with minimal further realisations anticipated in this regard.

Cash held

- 2.36 There was a total of £2,609.10 recovered from petty cash being held on site when the retail stores were closed on 13 November 2018.
- 2.37 Additionally, there is a credit balance of £1,842.72 being held in the Company bank account with Allied Irish Bank which has been frozen, that the Joint Administrator is seeking to recover.
- 2.38 Prior to the Joint Administrators' appointment, there was a credit balance in one of the Company's bank accounts with HSBC Bank Plc., however it was anticipated that this would be offset by the overdrawn balance of the trading account. HSBC Bank Plc have since submitted a claim in the Administration of £3,339.05.

Business Rates Refund

- 2.39 Since the Proposals, a further amount has been received in respect of business rates refunds, resulting in a total of £1,649.67 being received in the Period.

Funds held by Merchant Facilities

- 2.40 The Company operated merchant accounts with three separate merchant facilities, Elevation Merchant Services, Wirecard Bank AG and AIB Merchant Services. As at 5 November 2018, the Company advised £22,706.07 and £50,768.22 was being held within the Elevation Merchant Services and Wirecard Bank AG facilities respectively. The AIB Merchant Services facility was at nil.
- 2.41 The Joint Administrators have written to the merchant facility providers and requested they provide an up-to-date statement of the account.
- 2.42 As a result of the large volume of customers whose orders were not fulfilled, a large number of chargebacks have been issued by credit and debit card providers. It is anticipated that the chargebacks issued will exceed the funds being retained in the Company's merchant accounts and thus the balance in the merchant accounts will likely be irrecoverable. Creditors will be updated in subsequent reports as to whether any funds will be due to the Administrators after reconciliation of the accounts.

Motor Vehicle

- 2.43 The Company owned a 54 plate Mercedes with high mileage and due to the age and condition of the vehicle the agent had expressed it was not likely to achieve more than £400 at auction. The vehicle was sold at auction for £341.

Fixtures and Fittings

- 2.44 The Company had various fixtures and fittings throughout its retail outlets and headquarters, consisting mainly of racking, shelving, sewing machinery and equipment and mannequins. This was collected by John Pye simultaneous to the recovery of the Company's stock. Many of the Company's fixtures and fittings were integrated into the buildings and therefore could not be removed and were left in the buildings.

- 2.45 John Pye sold these items at auction. To date £5,915 plus VAT has been realised from the auction sales of the fixture and fittings. All the Company's fixtures and fittings recovered by our agent have now been realised, and accordingly we do not anticipate any further realisations in this regard.

Goodwill – Berketex Brand Name

- 2.46 As reported in the Proposals, the Company held an exclusive licence in perpetuity to use the Berketex brand name granted by Littlewoods. Legal advice was sought from an intellectual property lawyer at Freeths LLP to determine who had the ownership of the brand. It was agreed that the Company did have the exclusive and perpetual license to use the Berketex Bride brand trademark but that the license was not assignable without consent of the licensor.
- 2.47 The Joint Administrators explored the option of identifying a party interested in purchasing the brand and stock as a whole. Charterfields Limited ("Charterfields") of City Tower, Piccadilly Plaza, Manchester, M1 4BT, a firm of chartered surveyors and asset consultants who are qualified in accordance with the Royal Institute of Chartered Surveyors ("RICS") were instructed to advise on the value and marketability of the brand and to liaise with Littlewoods.
- 2.48 Charterfields attempted to open a dialogue with Littlewoods to garner their attitude towards the transfer of the trademark. However, initial attempts to identify the correct person to discuss this matter with proved unsuccessful. It was apparent that Littlewoods had granted the license in the 1990s and had no involvement with the brand since then, as the license did not include any ongoing royalty payments or other conditions. Charterfields did eventually make contact with an individual at Littlewoods and expressed the Administrators' interest in transferring the trademark to a third party and sought consent from Littlewoods to do so, or to discuss terms on which the Company could purchase the intellectual property rights from Littlewoods to allow for an onward sale. Littlewoods indicated that this request would need to be taken back to board level to consider further.
- 2.49 In the meantime, Charterfields received expressions of interest from a number of parties in making an offer for the business as a going concern, incorporating any goodwill and intellectual property consisting of the trading name.
- 2.50 To progress these expressions of interest, Charterfields continued to liaise with Littlewoods to explore the acquisition of the trademark. After various discussions, Littlewoods confirmed that they wished to retain the trademark for their own benefit, as they would explore the feasibility of using the brand name themselves. As such, the Administrators have been unable to sell the business brand and are unable to achieve any realisations in respect of goodwill or intellectual property.
- 2.51 The work undertaken by the Administrator and his staff to date in realising the Company's assets has been necessary in order to maximise the likelihood of a return to creditors being made. Where assets remain to be realised, these will be dealt with as the Administration progresses and further updates will be provided to creditors in my progress reports.
- 2.52 It is considered that the work the Administrators and their staff have undertaken to date will bring a financial benefit to creditors. This may be a distribution to secured creditors of the Company only (from which a Prescribed Part fund may be derived for the benefit of unsecured creditors) or may, depending on realisations and the extent of any 3rd party security, result in a distribution to the preferential and unsecured creditors of the Company.
- 2.53 Further information on the estimated outcome of the Administration can be found in section 5 below.

Creditors (claims and distributions)

- 2.54 Further information on the anticipated outcome for creditors in this case can be found at section 5 of this report. The Administrators 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.

- 2.55 Claims from preferential creditors typically involve employee claims and payments made on behalf of the Company by the Redundancy Payments Service following dismissal.
- 2.56 The above work will not necessarily bring any financial benefit to creditors generally, however the Administrators 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 Administrators in dealing with those claims.
- 2.57 I consider the following matters worth noting in my report to creditors at this stage:
- There are approximately 892 unsecured creditors with a value per the directors' statement of affairs of £4,055,947.70, however as stated in the Proposals it was estimated that unsecured claims could be in the region of £5,049,685. Thus far a total of 58 claims have been received to date with a total value of £171,259.91. It should be noted that a high proportion of creditors are consumer creditors, a considerable number of which we understand have successfully claimed a refund from their credit/debit card providers. In addition, a number of dresses having been returned to customers, mitigating approximately 69 claims.
 - There is one secured creditor who has submitted a claim in the Administration for £3,339.05
 - There were 68 employees, with preferential claims anticipated to be £49,728
- 2.58 Due to the nature of the Administration having affected a significant number of consumer creditors, there has been a high volume of correspondence with creditors, in particular with brides whose orders were not fulfilled by the Company. A substantial amount of time has been utilised in dealing with brides' queries, giving advice on how to obtain a chargeback from credit and debit card providers, advising on rights as an unsecured creditor within the Administration, as well as continuing efforts to unite brides with their dresses where possible. This has involved setting up a dedicated Berketex telephone number, email address and accessing social media platforms to assist with communication with the substantial number of creditors. The Company did not operate a centralised database of customer orders and therefore it was necessary to collate information from each of the retail site's records in order to compile a list of consumer creditors. This took substantial time from support staff in order to ensure the accuracy of the creditors list. Poor record keeping also resulted in being unable to initially contact a number of brides whose dresses had been ringfenced to advise them to collect their dresses. In addition, there has also been correspondence with other creditors, including debit/credit card providers seeking written confirmation regarding the status of orders, and landlords regarding the proposed voluntary surrender of the leases. All of the above has resulted in a substantial amount of time being expended, although it should be noted that creditor correspondence has now dramatically decreased.

Investigations

- 2.59 Some of the work the Administrators 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 Administrators can pursue for the benefit of creditors.
- 2.60 I can confirm that I have submitted a report on the conduct of the Directors of the Company to the Department for Business, Energy & Industrial Strategy under the CDDA 1986. As this is a confidential report, I am unable to disclose the contents.

- 2.61 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 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 Pre-administration Costs

- 3.1 The pre-administration costs were reported in my Proposals dated 16 January 2019. The pre-administration costs incurred by the Joint Administrators and their staff relating to matters arising prior to the Administration have been approved by the Company's secured creditor, HSBC Bank Plc, and the preferential creditors.
- 3.2 Below is information on the pre-administration costs incurred and what has been approved by creditors.
- 3.3 On 28 February 2019 the following amounts in respect of pre-administration costs were approved:

Charged by	Brief description of services provided	Total amount charged £	Amount paid £	Who payments made by	Amount unpaid £
Wilson Field Limited	Please see below	£252,859.50	£175.73	N/A	£252,683.77
Wilson Field Limited expenses	Please see below	£3,649.83	£3,649.83	N/A	Nil
John Pye & Sons Auctioneers	Please see below	£39,486	Nil	N/A	£39,486
Charterfields Limited	Please see below	£2,400	Nil	N/A	£2,400
Freeths LLP	Please see below	£13,000	Nil	N/A	£13,000
UKELC & Co Limited	Please see below	£2,813.82	£2,813.82	N/A	Nil

Wilson Field Limited:

- 3.4 These costs relate to the time properly incurred by the Joint Administrators and their staff to matters arising prior to the Administration. For information, attached at Appendix B is a time matrix outlining the time spent by me and my staff prior to the appointment of administrators but with a view to the Company being placed into Administration. They relate, but are not limited to, the following: -
- Reviewing all the circumstances of the Company, such as the stockholding, cash position, overheads and store locations, and attending various strategy meetings and conference calls with the Company and its director in order to assess the Company's financial position and to establish the most appropriate strategy;
 - Considering various realisation strategies with a view to maximising the return to the Company's creditors in conjunction with advice from agents;
 - Considering the position in relation to any retention of title held by Pretty Fashions Inc or Bridge Seventeen Limited over the Company's stock and seeking advice from solicitors;
 - Advising the Company during the period preceding the Administration;
 - Instructing agents, John Pye & Sons Limited, to recover the substantial levels of stock and fixture and fittings of the Company from its fifteen units and advise on the marketing strategy;

- Reviewing the Company's intellectual property position and investigating the ownership of the trademarks and goodwill associated with the brand;
- Instructing agents, Charterfields Limited, to advise upon the brand name and option of exploring a sale of the goodwill associated with the Berketex brand;
- Assessing the viability of continued trading;
- Affecting a store closure strategy described in detail within the Proposals, which included staff members attending the various sites to close the stores. This included 14 members of staff at multiple site locations on 13 November 2018. Due to the location of the stores, it was necessary for 9 members of staff to travel to site on 12 November 2018 to ensure that they would be available for 9.30am on 13 November 2018. As discussed in the proposal, staff were retained at flagship locations on 14 November 2018 and at head office from 15 November 2018 until 21 November 2018. This has led to substantial costs being incurred, but was key to securing the Company's assets and assisting with the shutdown of the business with a view to maximising realisations for the benefit of one or more classes of creditors;
- Assisting with the redundancies of the employees, including instructing UKELC to assist the employees and the Administrators in processing the claims, arranging the logistics of conference calls with the employee agent, providing initial advice on claims and liaising with staff on site;
- Preparing a "site pack" for staff attending site to ensure consistent recovery of information on site, including the recovery of order books and details of customers where the dresses had been made-to-order and were being held in-store;
- Setting up a dedicated Berketex telephone number, email address and accessing social media platforms to assist with communication with the substantial number of creditors;
- Preparing schedules of dress locations and circulation to call handlers;
- Organising logistics of recovering assets in conjunction with advice from agents;
- Securing the Company's trading premises, and ensuring the Company's keys to all premises were delivered up to the agents to enable them to access site and subsequent correspondence with a number of landlords regarding access to and security of the premises;
- Liaising with Debenhams regarding the concessions stores, the stockholding therein and the terms of the agreement with Debenhams and seeking legal advice and advice from John Pye in that regard;
- Liaising with any creditors and bailiffs who had commenced or threatened legal or enforcement action against the Company;
- Liaising with the bailiff who had removed the assets from the Newcastle store, with a view to securing the release of those assets for the benefit of all creditors;
- Liaising with HSBC regarding the proposed Administration;
- Extensive communication with the Company's unsecured creditors, particularly the many brides whose orders could not be fulfilled, informing them of their rights to claim a chargeback if they paid on card or submitting a claim within the Administration as an unsecured creditor. Due to the widespread coverage of the closure of the stores a substantial number of staff at Wilson Field head office were utilised in dealing with the high volume of calls to the dedicated helpline, which received over 800 calls in the week commencing 12 November 2019, and substantial correspondence continued thereafter;

- Considerable time and effort was made to contact brides whose orders the Company was in possession of to arrange for dresses to be united with brides, to mitigate the Company's liabilities and increase realisations from the payments of balances due;
- Due to the high profile of the case and the media interest it has garnered there has been time spent releasing press statements and addressing press enquiries;
- Taking all the necessary steps to place the Company into Administration;
- Recording the Administrators' decision-making process by way of strategy notes and email correspondence.

Pre-appointment time costs of £252,859.50 were accrued by the Joint Administrators and their staff and were approved by the Company's secured and preferential creditors.

Wilson Field Expenses

- 3.5 These costs relate to the direct expenses and disbursements (travel, mileage and subsistence) incurred by the proposed Administrators and their staff in attending meetings with the director and in attending the various premises of the retail network and the head office to secure the Company's assets and enact the proposed Administrators' strategy.

John Pye & Sons

- 3.6 John Pye & Sons Auctioneers of James Shipstone House, Radford Road, Nottingham NG7 7EA, a nationwide firm of valuers who specialise in commercial auctioneering who are qualified in accordance with the National Association of Valuers and Auctioneers ("FNAVA"), were instructed to secure the Company's stockholding and fixtures and fittings and provide advice on the optimal marketing and disposal strategy for the same. The scope of their instruction was as follows:
- Advising the Joint Administrators on the optimal marketing and disposal strategy for the business and its assets;
 - Advising on the cost-effectiveness of ringfencing customer orders, and assisting with the attempts to deliver up dresses which had been made-to-order to the specific customers in order to mitigate claims;
 - Providing a valuation of the fixtures and fittings and comments on the cost-effectiveness of recovering the same;
 - Advising on the best strategy for dealing with Debenhams concessions and Dublin retail unit;
 - Advising on the value and estimated realisations from the sale of the Company's stockholding;
 - Securing and removing assets from the majority of the retail network premises prior to the Administrators' appointment, incurring substantial time and cost in the process of attending the multiple sites and removing the substantial stock-holding over a number of days.

Charterfields Limited ("Charterfields")

- 3.7 Charterfields Limited of City Tower, Piccadilly Plaza, Manchester, M1 4BT, a firm of chartered surveyors and asset consultants who are qualified in accordance with the Royal Institute of Chartered Surveyors ("RICS"), were instructed as a specialist agent to advise on the goodwill and intellectual property. This included the following:

- Liaising with Littlewoods to explore the possibility of selling the exclusive and perpetual licence of the brand;
- Discussions with interested parties regarding a sale of the stock and brand as a whole.

Freeths LLP ("Freeths")

3.8 Freeths LLP ("Freeths") of Fifth Floor, 3 St Paul's Place, 129 Norfolk Street, Sheffield S1 2JE, were instructed to deal with the formalities of placing the Company into Administration and the following tasks:

- reviewing the company information provided and discussing with the proposed Joint Administrators the timings of the appointment of the administrators and the filing of the notice of intention to appoint administrators;
- preparing the Notice of Intention ("NOI") and accompanying resolutions of the sole director of the Company;
- liaising with the proposed Joint Administrators and the director of the Company in respect of the proposed filing of the NOI at Court;
- arranging for the NOI and the resolutions of the sole director to be filed at Court beginning the interim moratorium in respect of the Company;
- preparing a letter setting out the intention of the Company to appoint administrators and arranging for service of the NOI on the Company and HSBC Bank Plc as the holder of a qualifying floating charge over the Company;
- reviewing various notices of enforcement issued by agents on behalf of certain landlords in respect of the Company;
- preparing letters notifying the respective enforcement agents of the intended appointment of the administrators and arranging for the service of the NOI on the respective enforcement agents;
- advising the proposed Joint Administrators on certain matters in respect of the intellectual property of the Company, including the ownership of the trademark of 'Berketex Bride' and reviewing the relevant assignment agreements between the Company and Littlewoods and preparing a detailed email setting out the position;
- advising the proposed Joint Administrators in respect of certain stock transferred by the Company to Bridge Seventeen Limited and the potential retention of title implications in respect of this stock;
- discussing the steps to be taken to protect the stock held at the Company's various trading premises further to the filing of the NOI;
- preparing the necessary documents required to appoint the Joint Administrators of the Company including the Notice of Appointment and resolutions of the sole director of the Company;
- providing the proposed Joint Administrators with detailed advice in respect of the concession agreement between the Company and Debenhams Retail Plc and the consequences of the forced termination of the concession agreement by the Company;
- providing advice on the position in respect of the Company's Dublin store and the lien being operated by the landlord of the premises;

- advising on the discussions with the bailiff instructed by the landlord of the Company's Newcastle store in respect of the release of the Company's stock;
- preparing a side letter to be signed by the proposed Joint Administrators and the director of Bridge Seventeen confirming that it has no rights in respect of the Company's stock;
- liaising with the proposed Joint Administrators and the director of the Company in respect of the filing of the NOA appointing the Joint Administrators of the Company; and
- arranging for the NOA and the accompanying documentation to be filed at Court appointing the Joint Administrators over the Company on 22 November 2018.

UKELC & Co Limited ("UKELC")

3.9 UKELC of Belmont House, 20 Wood Lane, Leeds LS6 2AE, who are regulated by the ministry of justice, were instructed to assist the Company's employees with submitting their claims to the Redundancy Payments Service. This included:

- arranging conference calls with the staff from each of the separate trading outlets;
- assisting staff in completion of online submissions of RP1 forms;
- providing advice to employees on their statutory entitlements.

3.10 It was considered that the cost of outsourcing this aspect of the case would minimise costs to creditors.

3.11 The Joint Administrator's choice of agents and solicitors was based on their perception of the experience and ability of the respective firms to perform their work and the complexity of the case.

3.12 It was necessary to incur these costs prior to appointment to allow the Joint Administrators to plan the Administration strategy, secure the Company's large stock holding for the benefit of creditors.

3.13 To date, the Administrators pre-appointment fees of £175.73 have been paid, as well as UKELC invoices for work done pre-appointment of £2,813.82 plus VAT and Wilson Field's expenses of £3,649.83. The remaining costs as set out above which have been approved by the Company's secured and preferential creditors will be paid as asset realisations into the Administration estate permit.

4 Joint Administrators' Remuneration

4.1 The basis of the Administrators' fees has been fixed in the Administration by reference to the time properly spent by him and his staff in managing the Administration. My fees estimate/information was originally provided to creditors when the basis of my remuneration was approved and was based on information available to me at that time.

4.2 A copy of that estimate is reproduced below:

BRIDAL FASHIONS LIMITED T/A BERNETEX BRIDE
FEE ESTIMATE

B'down/Grade	Partner	Cost (£)	Manager	Cost (£)	Other Senior Professionals	Cost (£)	Assistants & Support Staff	Cost (£)	Total Hours	Total Cost	Average Cost per Hour
Admin and Planning (for appointment/booking/price review/director client file maintenance/out of office call/itinerary and compliance/strategic overview)	32.30	16,150.00	1.00	400.00	92.50	29,277.50	13.00	1,690.00	138.80	47,517.50	342.35
Cost Specific Matters (for the wife/shareholders)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors (for calculation/distribution/creditors claims/communications with creditors/employees/tax and VAT/creditor services/presented part calculation)	7.00	3,500.00	7.00	2,800.00	119.00	31,660.00	13.00	1,690.00	146.00	39,650.00	271.58
Investigations (for CDDA report/unintended transactions/investigation and review)	6.00	3,000.00	0.00	0.00	22.00	6,050.00	5.00	650.00	33.00	9,700.00	293.94
Recovery of Assets (for cash collection/administrative and insuring/property business and asset sale/ROV)	12.00	6,000.00	0.00	0.00	43.00	15,685.00	21.00	2,730.00	76.00	24,395.00	320.99
Trading (for accounting for trading/ongoing employee issues/management of operations)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total No hrs	57.30	28,650.00	8.00	3,200.00	276.50	82,652.50	52.00	6,760.00	393.80	121,262.50	307.93

The time exists in respect of Admin and Planning account for the above stated fee for a period of one year up to and the cost should increase the time remaining open for a longer period. The investigations costs are based on the value of the assets and the work undertaken to identify the potential value of the antecedent transaction is identified and pursued through to a settlement or otherwise. The other factors that may affect the above fee of the time including the value and type of assets to be realised, and the number of creditors.

The charge out rate information opposite has been obtained from the rate and a subsequent fee for the Admin and Planning costs that are not dependent on experience. The charge out rate used to calculate the above information is the average rate of the number of years and grade to the date of the time the above estimate was calculated.

Please note this estimate covers the period of the Administration and a subsequent account for the potential costs the Admin and Planning process are converted to Liquidation. It is not currently anticipated that further remuneration will be sought, however the Admin and Planning process may be sought back to creditors for further approval of the charges.

Grade	Hourly charge out rate (£)	SIP Column
Director/Partner	200	Director
Manager	100	Manager
Team Leader	190	Team Leader
Senior Administrator	195	Senior Administrator
Administrator	230	Administrator
Senior Admin Assistant	180	Senior Admin Assistant
Senior Admin & Support Staff	130	Senior Admin & Support Staff

- 4.3 My time costs for the Period are £120,972.28. This represents 420.08 hours at an average rate of £287.97 per hour. Attached at 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 in managing the Administration. To date, no fees have been drawn on account.
- 4.4 As per the SIP9 time & cost summary included within appendix B, some of the categories have gone over the amounts estimated within the fees estimate provided to creditors in the Joint Administrators Statement of Proposals.
- 4.5 The time spent by the Liquidator and their staff on Admin and Planning has gone over the estimated amount by £8,518.50 in the period. This is largely attributed to the following:- time spent in drafting the Statement of Proposals which went into meticulous detail about the work undertaken by the Joint Administrators and their staff; dealing with the large volumes of correspondence including incoming post re-directed to the Administrators; time spent on cashiering duties and managing the estate bank account with regard to allocating a large number of individual payments for the balance paid for dresses; reviewing and maintaining records regarding customer orders and locations of dresses; maintaining and organising the file given the large volume of correspondence; conducting case reviews and completing strategic notes in line with controlling the strategy of the Administration; other miscellaneous statutory duties and general administration.
- 4.6 As previously reported, considerable time has been spent by the Joint Administrators and their staff in dealing with the high volume of calls from creditors, particularly in relation to advising brides about their orders which could not be fulfilled by the Company and informing them of their rights to claim a chargeback if they paid on card or submitting a claim within the Administration as an unsecured creditor. It should be noted the volume of calls being received has declined, however, the Administrators are still receiving calls on a regular basis. Whilst we have not exceeded the time estimate yet, it is anticipated the actual time will be close to the estimate as the Administration progresses dealing with further creditors' queries.
- 4.7 Time spent on the realisation of assets has exceeded the estimated allowance by £1,219.28 to date. This is largely attributed to the time spent in liaising with our agent on a regular basis and exploring different strategies in realising the Company's assets. Further detail about all of the work carried out in realising the Company's asset to date is provided in section 2 above. Due to the volume of dresses which remain to be realised and the volume of dresses being currently sold at auction, it is envisaged that it will take a considerable amount of time before the assets will be realised in full. It is therefore anticipated that the Joint Administrators' time costs will increase further in monitoring the auction sales, liaising with the agents and reviewing the strategy to ensure it is offering the best return to creditors.
- 4.8 At the date of this report, I would confirm that my fees estimate for the Administration remains unchanged. Whilst the Joint Administrators' time costs are anticipated to exceed the time cost estimate approved by creditors, at this time the Joint Administrators are not proposing to increase their estimate to seek further fee approval. This is because it is envisioned after pre-appointment costs and third-party fees and expenses have been paid, and after allowing for a potential distribution to the secured and / or preferential creditors, the asset realisations will be unlikely to be able to discharge the Administrators' post-appointment fees in full. However, should the position change and the realisations permit, the Joint Administrators reserve the right to request creditors' approval to revise their fees estimate accordingly. Creditors will be updated in future reports as to the time costs incurred and the anticipated realisations,

5 Estimated Outcome for Creditors as at 21 May 2019

Secured Creditors

- 5.1 HSBC Bank Plc hold a fixed and floating charge over the Company's assets. As detailed in the Proposals, at the date of the Administration the indebtedness to the secured creditor was

estimated at £3,125 after allowing for offset of the various accounts. A claim has been received and has now been agreed at £3,339.05. To date, nothing has been paid on account.

Preferential Creditors

- 5.2 A summary of preferential claims is detailed below.
- 5.3 The directors' statement of affairs estimated that preferential claims would amount to £40,000, however as detailed in the Proposals it was anticipated that claims would be in the region of £49,728.
- 5.4 We have received an interim claim from the Redundancy Payments Office, with the preferential amount of the claim equating to £49,416.64. However, it is noted this is an interim claim and may be subject to change.
- 5.5 We have also received a claim from the Irish Redundancy & Insolvency Payments Section for €4,443.38. However, they have yet to set out the preferential element of their claim.
- 5.6 I would confirm it is anticipated there may be a dividend distributed to the Company's preferential creditors however the quantum of the same is as yet uncertain and is dependant on the asset realisations.

Unsecured Creditors

- 5.7 I have received claims totalling £171,459.91 from 59 creditors. I have yet to receive claims from 834 creditors whose debts total an anticipated £4,555,285.78. However, we anticipate a large number of these claims will no longer be valid as a significant portion of consumer creditors are understood to have reclaimed funds back through chargebacks issued by their credit and debit card providers. It is however anticipated that those card providers would submit a claim in respect of any refunds given.
- 5.8 The Company granted a floating charge to HSBC Bank PLC on 9 December 2005. Accordingly, I am required to create a fund out of the Company's net floating charge property for unsecured creditors (known as the **Prescribed Part**). However, it is anticipated after the costs of the Administration that the Company's net floating charge property will be nil and therefore the provision of the prescribed part will not apply.
- 5.9 As detailed above, realisations in this matter are as yet uncertain and the outcome of the Administration is based mainly on an estimate of achievable value per dress.
- 5.10 As detailed in the Proposals, the agent stated that the dresses may achieve the following (allowing for a 15% reduction in the number of dresses as an estimated provision for unsaleable items):-

Number of Dresses	£30 per dress	£52.50 per dress	£75.00 per dress
10,200	306,000	535,500	765,000

- 5.11 Whilst some individual dresses have sold for £75 or over to date, the average price achieved has been lower than this, and it is not anticipated that realisations will be as high as the figure of £765,000, with realisations more likely to be closer to the value of £30 per dress. At that level, the Joint Administrators will be required to restrict their remuneration in order to make a distribution to the secured and / or preferential creditors of the Company and achieve a statutory purpose.
- 5.12 It is not anticipated based on current projected realisations that there will be sufficient funds to enable a distribution to unsecured creditors.

6 Ending the Administration

- 6.1 As detailed above, it is not anticipated that a distribution will be available to unsecured creditors. On that basis, a notice will be filed at Court with the Registrar of Companies with the Joint Administrator's final report, for the dissolution of the Company, at the appropriate time. The Joint Administrators' appointment will end following the registration of the notice by the Registrar of Companies. It is considered that this is the most likely exit route from the Administration, however please refer to the Proposals for the various alternative options, depending on the asset realisations achieved.
- 6.2 The Administrators will be discharged from liability under Paragraph 98(3) of Schedule B1 to the Insolvency Act 1986 immediately upon their appointment as Administrators ceasing to have effect.
- 6.3 Given the current strategy as regards the sale of stock, it may be necessary for the Administrators to seek to extend the Administration period, which would otherwise automatically come to an end after the period of one year. If this is required, the Administrators will seek the consent of creditors.

7 Creditors' Rights

- 7.1 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 Administrators provide further information about their remuneration or expenses (other than pre-administration costs) which have been itemised in this progress report.
- 7.2 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 Administrators' remuneration is inappropriate and/or the remuneration charged or the expenses incurred by the Administrators, as set out in this progress report, are excessive.

8 Next Report

- 8.1 The Administrators are required to provide a progress report within one month of the end of the next six months of the Administration or earlier if the Administration has been finalised.

For and on behalf of
Bridal Fashions Limited t/a Berketex Bride



R N Dymond
Joint Administrator

Bridal Fashions Limited t/a Berketex Bride
(In Administration)
Joint Administrators' Summary of Receipts & Payments
To 21/05/2019

S of A £	£	£
ASSET REALISATIONS		
Cash held	2,609.10	
Bank Interest Gross	25.39	
Balances paid for dresses	19,928.75	
Business Rates Refund	1,649.67	
		24,212.91
COST OF REALISATIONS		
Bailiff Costs	2,358.50	
Specific Bond	512.00	
Employee agents costs	4,353.82	
Pre Administrators Fee	175.73	
Rates Refund Agent Fees	157.32	
Travel Expenses	1,124.29	
Storage of Records	6,400.00	
Re-Direction of Mail	204.00	
Statutory Advertising	73.50	
Subsistence	2,015.25	
Mileage	656.93	
Alarm Maintenance	430.00	
Collection of Records	1,080.00	
		(19,541.34)
		4,671.57
REPRESENTED BY		
Bank 1 Current		1,048.09
Vat Control Account		3,623.48
		4,671.57



Robert Neil Dymond
Joint Administrator

Time Entry - Detailed SIP9 Time & Cost Summary

BRID01A - Bridal Fashions Limited t/a Berketex Bride
From: 22/11/2018 To: 21/05/2019
Project Code: POST

Classification of Work Function	Directors & IP's	Managers	Administrators	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
ADAP Appointment	0.30	0.00	0.00	0.00	0.30	150.00	500.00
ADCA Cashiering	0.50	2.10	3.50	6.70	12.80	3,667.50	286.52
ADCR Case Reviews	0.10	0.00	2.00	0.00	2.10	543.00	258.57
ADDI Directors/Client	0.00	0.00	4.30	0.10	4.40	1,002.00	227.73
ADGA File Maintenance	14.60	0.00	11.90	8.20	34.70	11,206.00	322.94
ADSC Statutory and Compliance	17.30	1.00	78.20	1.70	98.20	34,319.00	349.48
ADSO Strategic Overview	1.80	0.00	11.80	0.00	13.60	5,148.50	378.57
Admin and Planning	34.60	3.10	111.70	16.70	166.10	56,036.00	337.36
CRCL Creditors Claims	0.20	2.30	18.20	1.00	21.70	5,956.50	274.49
CRCO Communications with Creditors	3.80	1.60	72.40	13.10	90.90	22,178.50	243.99
CREM Employees	0.90	0.00	10.80	0.00	11.70	2,983.50	255.00
CRTV Tax and VAT	0.10	0.00	0.20	0.00	0.30	96.00	320.00
PCAD Prescribed Part Calc & Dist	0.00	0.00	2.70	0.00	2.70	1,066.50	395.00
Creditors	5.00	3.90	104.30	14.10	127.30	32,281.00	253.58
INDR CDDA Report	0.70	0.00	5.30	0.00	6.00	1,569.00	261.50
INRE Investigation and Review	0.00	0.00	2.70	37.20	39.90	5,472.00	137.14
Investigations	0.70	0.00	8.00	37.20	45.90	7,041.00	153.40
REDC Debt Collection	0.30	0.00	0.00	0.00	0.30	150.00	500.00
REIS Identifying, Securing and Insuring	1.40	0.00	20.40	26.10	47.90	12,813.00	267.49
REPB Property,Business and Asset Sales	9.00	0.00	23.58	0.00	32.58	12,651.28	388.28
Realisation of Assets	10.70	0.00	43.98	26.10	80.78	25,614.28	317.08
Total Hours	51.00	7.00	267.98	94.10	420.08	120,972.28	287.97

Appendix C

Additional Information in Relation to the Joint Administrators' 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 On this case we have used the services of the following sub-contractors

Service (s)	Provider	Basis of fee arrangement	Cost to date
Employee claims processing	UKELC	Rate per employee	£4,353.82

- 1.4 In considering the instruction to UKELC, the Joint Administrators gave regard to the fact that the Company had 67 employees who had been made redundant on cessation of trade. The Employees would therefore have recourse to make claims to the RPS for any arrears of wages, holiday pay owed, pay in lieu of notice and redundancy pay.
- 1.5 As noted UKELC seek a fee on a "per employee basis" and as such, the costs of them undertaking the processing of the employee claims on behalf of the Joint Administrators was easily quantifiable in dealing with the claims of the employees. Therefore, the instruction to UKELC represented a better use of funds being realised for the benefit of the Administration, and enabled the Administrators to focus on other matters, including securing and realising the Company's assets.
- 1.6 Creditors should note that the work undertaken by UKELC is monitored and approved by the Joint Administrators prior to any submission of claims being made.

2 Professional Advisors

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

Name of Professional Advisor	Basis of Fee Arrangement
Freeths LLP (legal advice)	Hourly rate and disbursements
Marsh Ltd (insurance)	Fixed Fee
John Pye & Sons Ltd (valuation and asset realisation)	15% of realisations, plus time costs and disbursements for securing assets
Charterfields Limited (valuation and asset realisation advice - goodwill)	Hourly rate and disbursements

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

3 Joint Administrators' Expenses & Disbursements

- 3.1 The estimate of expenses (including disbursements) which were anticipated at the outset of the Administration was provided to creditors in the Administrators' Proposals, a copy of which is set out below:

Expense	Estimated Cost £
Category 1 Disbursement:	
Company search fees	10.00
Pre-appointment advertisement	73.50
Bond	512.00
Post-appointment advertisements	147.00
Final advert	73.50
Collection of books & records	500.00
Postage, stationery, photocopying etc	2,100.00
Document Management Fee	20.00
Mail redirection	185.00
Insurance	1,000.00
Valuers Fees and Disbursements	142,564.00
Legal Fees	46,045.00
Provision for rent, rates and utilities	5,000.00
Employment specialist agent	2,814.00
Travel Expenses and Subsistence	3,250.00
Category 2 Disbursement	
Travel Expenses/Mileage	600.00
Document Upload Centre	150.00
Room Hire	100.00
Storage of books & records	4,000.00
Total	209,144.00

Current position of Joint Administrators' expenses

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

	Paid in the period covered by this report £	Incurred but not paid to date £	Total anticipated cost £
Bailiff Costs	2,358.50	0.00	2,358.50
Solicitors' costs	0.00	22,707.80	22,707.80
Valuers costs	0.00	62,197.48	62,197.48
Insurance	0.00	1,792.00	1,792.00
Statutory advertising	73.50	0.00	147.00
Specific penalty bond	512.00	0.00	512.00
Employee agent costs	4,353.82	0.00	4,352.82
Pre-administration fees	175.73	252,683.77	252,859.50
Re-direction of the Company's mail	204.00	0.00	204.00
Alarm Maintenance	430.00	0.00	430.00
Rates Refund Agent	157.32	0.00	157.32
Subsistence	2,015.25	0.00	2,0015.25
Travel Expenses	1,124.29	0.00	1,124.29
Category 2 disbursements			
Collection of records	1,080.00	0.00	1,080.00
Storage of records	6,400.00	0.00	6,400.00
Mileage	656.93	0.00	656.93

3.3 Category 1 disbursements do not require approval by creditors. The type of disbursements that may be charged as a Category 1 disbursement to a case generally comprise of external supplies of incidental services specifically identifiable to the case, such as postage, case advertising, invoiced travel and external printing, room hire and document storage. Also chargeable will be any properly reimbursed expenses incurred by personnel in connection with the case. These disbursements are included in the tables of expenses above.

3.4 Category 2 disbursements do require approval from creditors. These are costs which are directly referable to the appointment in question but are not payments which are made to an independent third party and may include shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis such as internal room hire, document storage or business mileage. Details of Category 2 disbursements charged by this firm (where appropriate) were provided in the Administrators' Proposals Report and approved by creditors. Any Category 2 disbursements incurred are specifically highlighted in the tables of expenses above.

4 Charge-Out Rates

4.1 Wilson Field Limited's current charge-out rates effective from 1 July 2018 are detailed below. Please note this firm records its time in minimum units of 6 minutes.

WILSON FIELD LIMITED CHARGE OUT RATES AND DISBURSEMENT POLICY

In accordance with Statement of Insolvency Practice 9 ("SIP 9") covering fees and disbursements, we are required to disclose to you our policy for recovering non-specific disbursements, and the charge out rates for the various grades of staff who may be involved in this case.

Remuneration

The office holder(s) will seek approval from creditors to draw remuneration on a time cost basis, in accordance with the rates detailed below.

	Hourly charge out rate (£)			
Grade	01/02/2014 to 31/10/2014	01/11/2014 onwards	01/11/2017 onwards	01/07/2018 onwards
Director/Insolvency Practitioner	350-500	500	500	500
Manager	260-400	400	400	400
Assistant Manager	N/A	395	395	N/a
Team Leader	N/A	390	390	390
Senior Administrator	240	330	330	395
Administrator (1-5 years experience)	120-240	230-300	230-300	230 - 300
Trainee Administrator	-	-	180	180
Assistants & Support staff	100-130	130	130	130 - 240

All time is recorded in 6 minute units.

Category 1 Disbursements

In accordance with SIP 9, these do not require the approval of creditors and are costs where there is specific expenditure directly referable both to the appointment in question and a payment to an independent third party. These may include advertising, insurance, travel expenses etc.

Category 2 Disbursements

In accordance with SIP 9, these require the prior approval of creditors.

Category 2 disbursements are charged in accordance with the liquidator's prevailing recovery policy at the time the disbursement is incurred. The rates applicable from 1 July 2018 are detailed below:

Disbursement	Charge	Period charged
Document Upload Centre charge	£150 for life of case	On appointment
Room Hire where held at a Wilson Field office	£100 per meeting	On appointment
Mileage	45p per mile	On appointment (where appropriate)
Storage of books and records	£80 per box per year	Once records are logged and then annually

In common with all professional firms, our charge out and disbursements rates increase from time to time. We reserve the right to change the rates without prior notice to you. Any change will be reported in the next statutory report to creditors.