

The Insolvency Act 1986

Administrator's progress report

2.24B

Name of Company Caspa Marketing Limited	Company number 03358988
In the High Court of Justice, Chancery Division Manchester District Registry (full name of court)	For court use only 1914 of 2011

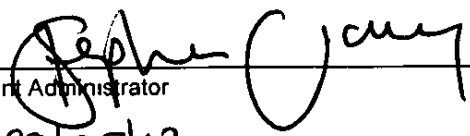
(a) Insert full name(s) and
address(es) of administrators

We (a) Stephen Clancy and Philip Duffy of Duff & Phelps Ltd , The Chancery, 58 Spring Gardens,
Manchester, M2 1EW,

Administrator(s) of the above company attach a progress report for the period

(b) Insert date

From	To
(b) 31 October 2011	(b) 30 April 2012

Signed 
Joint Administrator
Dated 29/05/12

Contact Details

You do not have to give any
contact information in the box
opposite but if you do it will help
Companies House to contact you
if there is a query on the form
The contact information that you
give will be visible to searches of

Duff & Phelps Ltd
The Chancery
58 Spring Gardens
Manchester
M2 1EW

Tel 0161 827 9000

ve completed and signed this form please send it to the Registrar of Companies at
House, Crown Way, Cardiff CF14 3UZ DX 33050 Cardiff



A38 31/05/2012 #128
COMPANIES HOUSE

THURSDAY

Report to Creditors

29 May 2012

Caspa Marketing Limited (In Administration)

**Joint Administrators' Progress Report to Creditors
for the period from 31 October 2011 to 30 April 2012
pursuant to Rule 2.47(1) of the
Insolvency Rules 1986 as amended**

29 May 2012

Names of Joint Administrators: Stephen Clancy
Philip Duffy

Date of Appointment: 31 October 2011

Date of Report: 29 May 2012

Appointed By: The Directors of the Company
Caspa Marketing Limited
Adelphi Mill
Grimshaw Lane
Bollington
Macclesfield
Cheshire
SK10 5JB

Court Reference: High Court of Justice
Chancery Division
Manchester District Registry

No 1914 of 2011

Duff & Phelps Ltd.
The Chancery
58 Spring Gardens
Manchester
M2 1EW

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- 1 Statutory Information
- 2 Joint Administrators' Receipts and Payments Account
- 3 Analysis of Time Charged and Expenses Incurred

1. Definitions

Word or Phrase	Definition
the Joint Administrators	Stephen Clancy and Philip Duffy
Duff & Phelps	Duff & Phelps Ltd
the Company	Caspa Marketing Limited
the Act	The Insolvency Act 1986
the Rules	The Insolvency Rules 1986, as amended
the Directors	Andrew Large and Nicholas Brookes, the active directors of the Company
the Premises	Adelphi Mill, Grimshaw Lane, Bollington, Macclesfield, Cheshire, Sk10 5JB
Aldermore	Aldermore Invoice Finance Limited
HMRC	HM Revenue & Customs
the Proposals	The Joint Administrators Report to Creditors and Proposals
NOIA	Notice of Intention to Appoint an Administrator
SIP16	Statement of Insolvency Practice 16
BLM	Business Lite Memo
the Agents	GWA Auctioneers and Valuers
the Solicitors	Taylors Solicitors
the Purchaser	Added Brand Value Limited
R&P	The Joint Administrators Receipts and Payments Account
SoA	Statement of Affairs
NatWest	National Westminster Bank plc
EC Regulation	EC Regulation on Insolvency Proceedings 2000
the Registrar	The Registrar of Companies
the Notice	Form 2 35B - Notice of Move from Administration to Dissolution
CVL	Creditors Voluntary Liquidation

2 Introduction

- 2 1 Stephen Clancy and Philip Duffy of Duff & Phelps were appointed Joint Administrators of the Company on 31 October 2011 by the Directors of the Company pursuant to Paragraph 22 of Schedule B1 to the Act
- 2 2 The purpose of this report is to provide creditors with details of the progress of the Administration, in accordance with Rule 2 47(1) of the Rules for the six month period to 30 April 2012
- 2 3 This report should be read in conjunction with the Proposals dated 19 December 2011

3. Joint Administrators' Report and Statement of Proposals

- 3 1 The Joint Administrators issued their Proposals on 19 December 2011
- 3 2 In accordance with Paragraph 52(1) of Schedule B1 to the Act, a creditors' meeting was not required to be held as there will be insufficient realisations to enable a distribution to non-preferential creditors. No meeting was convened and in accordance with R2 33(5) of the Rules, the Proposals were deemed to have been approved by creditors
- 3 3 As advised in the Proposals, the Joint Administrators must perform their functions with the purpose of achieving one of the following hierarchical objectives
- Rescuing the Company as a going concern, or
 - Achieving a better result for the Company's creditors as a whole than would be likely if the Company were wound up (without first being in Administration), or
 - Realising property in order to make a distribution to one or more secured or preferential creditors
- 3 4 In accordance with Paragraph 49(2) of Schedule B1 to the Act, the Joint Administrators believe that the first objective referred to above cannot be met. The first objective can not be achieved as the liabilities of the Company exceed its assets and substantial working capital would be required to facilitate ongoing trading in order to return the Company to a position of solvency
- 3 5 With regard to the second objective, based upon current information there will not be sufficient realisations to enable a distribution to be made to non-preferential creditors
- 3 6 The third objective is expected to be achieved as Aldermore expect to recover their indebtedness to include interest and charges, in full from book debt realisations alone
- 3 7 The Joint Administrators do not anticipate that there will be any preferential creditor claims made against the Company due to the transfer of all employee contracts to the Purchaser following the sale of the business and assets of the Company as a going concern
- 3 8 Further information regarding dividend prospects are set out in Section 6 of this report

4. Progress of the Administration

- 4 1 The manner in which the affairs and business of the Company have been managed since the appointment of the Joint Administrators and will continue to be managed and financed are set out below

Sale of Business and Assets

- 4 2 In accordance with best practice guidelines, the full SIP16 disclosure was sent with the formal Notice of Administrators Appointment on 8 November 2011 to all known creditors
- 4 3 As previously advised in the Proposals, the business and assets of the Company were marketed for sale as a going concern by Duff & Phelps prior to the appointment of Administrators
- 4 4 A BLM was sent out on 6 October 2011 which outlined details of the Company's background, assets and historic financial performance. A deadline of 12 noon on 12 October 2011 was set out for full and final offers with a view to completing a sale of the business later that week
- 4 5 The Agents were instructed to value the Company's business and assets and evaluate any offers received. It became apparent that the majority of the Company's tangible assets were subject to a distraint levied by HMRC
- 4 6 The offer received and accepted for the business and assets was in excess of the Agent's in-situ valuation. This offer excluded the assets subject to HMRC's distraint
- 4 7 The offer also included the transfer of all employee liabilities, mitigating any preferential creditor claims. The sale of the business has also provided continuity of trade which will assist in maximising the collection of the debtor book
- 4 8 The sale was duly completed on 31 October 2011. The sale consideration is apportioned as follows:

Assets	£
Furniture and Equipment and any Equity in the Encumbered Assets (excluding assets subject to HMRC distraint)	7,499 00
Goodwill, Intellectual Property, Company Name and any Trading Styles, Customer Databases and Contracts of the Seller	1 00
Total Sale Consideration	7,500.00

- 4 9 Of the total sale consideration, £1,500 was paid upon completion, with three further instalments of £2,000 paid on a monthly basis. All of the deferred sale consideration has now been received by the Joint Administrators

Book Debts

- 4 10 At the date of the Joint Administrators' appointment, the book debts of the Company had been assigned to Aldermore under the terms of the Company's invoice discounting facility
- 4 11 At appointment, the gross book debt ledger totalled £503,202, of which £451,371 was classified as approved debt. An amount of £366,123 was due to Aldermore and was subject to further accruing interest and charges

- 4 12 At the date of this report total book debt collections are £429,282 Aldermore has been repaid their principle indebtedness of £366,123
- 4 13 Aldermore have also applied £63,159, inclusive of VAT in accrued interest and charges to date These costs have been discharged from the book debt collections
- 4 14 After taking into account additional invoices added to the ledger after the date of appointment and applying discounts there are outstanding debtors of £72,680 Credit notes totalling £41,480 have been applied to the ledger This leaves an outstanding debtor balance of £31,200
- 4 15 The Joint Administrators have been advised that this amount may not be recovered in full as the debtor is believed to be in financial difficulty
- 4 16 The outstanding debtor balance, the quantum of the collectable amount is yet unknown, will be utilised to discharge any further interest and charges to be applied by Aldermore Any surplus amount will then be paid into the Joint Administrators' estate account

Other Assets

HMRC Dstraint

- 4 17 Prior to the appointment, HMRC distrained over a number of the Company's assets due to non payment of arrears of Crown liabilities The amount due under the dstraint was £121,196 including all costs and interest
- 4 18 The assets subject to the dstraint were excluded from the sale of the business and assets The Joint Administrators have written to HMRC to confirm that these assets did not form part of the sale agreement and requested that they contact the Purchaser to arrange collection of these assets
- 4 19 The Agents confirmed a valuation in respect of the assets subject to HMRC dstraint of £6,750 on an in-situ basis and £4,500 on an ex-situ basis
- 4 20 A copy of the dstraint was provided to the Joint Administrators' Solicitors, who confirmed that the dstraint was valid
- 4 21 To date, the Joint Administrators' have not received a response from HMRC in relation to these assets A further update will be provided in the next report to creditors

Bank Interest

- 4 22 Bank interest of £1 33 has been realised to date

Other Assets

- 4 23 There are no other known assets of the Company to be realised for the benefit of the creditors

5. Investigations

- 5 1 The Joint Administrators have a statutory obligation to file a report with the Department for Business, Innovation and Skills regarding the conduct of all Directors of the Company that served in the three years prior to the appointment The content of this report is confidential

5 2 An interim return was submitted to the Insolvency Practitioners Compliance Unit on 27 April 2012. The Joint Administrators are awaiting information from certain directors of the Company.

5 3 A final return is required to be submitted by 30 June 2012.

6 Dividend Prospects / Prescribed Part

National Westminster Bank plc

6 1 The Company granted NatWest a debenture which conferred fixed and floating charges over all assets of the Company. The debenture was created on 6 December 2000 and registered on 20 December 2000.

6 2 As at the date of the Joint Administrators' appointment, the Company's indebtedness to NatWest was £34,384 subject to accruing charges and interest. The indebtedness relates to an overdraft facility provided by NatWest.

6 3 It is unlikely that there will be sufficient asset realisations after discharging the costs of the Administration, to enable a distribution to be made to NatWest.

6 4 Should this outcome change, as the Prescribed Part does not apply and there are no preferential creditors, NatWest, under its floating charge will be paid in priority to the non-preferential creditors.

Aldermore Invoice Finance Limited

6 5 The Company granted Aldermore a debenture which conferred a fixed charge over the book debts of the Company. The debenture was created on 30 May 2001 and registered on 12 June 2001.

6 6 At appointment, the gross book debt ledger totalled £503,202, of which £451,371 was classified as approved debt. An amount of £366,123 was due to Aldermore under the invoice discounting facility and was subject to further accruing interest and charges.

6 7 At the date of this report total book debt collections are £429,282. From this sum, Aldermore has been repaid the principle indebtedness of £366,123. Aldermore have also recovered £63,159 inc VAT in accrued interest and charges to date.

6 8 As stated in Section 4 of this report, there remains an outstanding debtor balance of £31,200. Any amount recovered from this debtor will be utilised to discharge Aldermore's further interest and charges and any remaining balance will be paid into the Joint Administrators' estate account.

Preferential Creditors

6 9 The Company's employees transferred to the Purchaser as part of the sale of the business and assets. Therefore the Joint Administrators do not believe that the Company has any preferential creditors.

Prescribed Part

6 10 Pursuant to Section 176A of the Act where a floating charge is created after 15 September 2003 a Prescribed Part of the Company's net property shall be made available to unsecured creditors.

- 6 11 Since the NatWest and Aldermore's charges were created prior to 15 September 2003, the Prescribed Part provisions will not apply

Non-Preferential Creditors

- 6 12 According to the Company's books and records, non-preferential creditors total £796,917
The non-preferential creditors can be summarised as follows

	£
Trade & Expense Creditors	454,396
HM Revenue & Customs – PAYE/NI	12,048
HM Revenue & Customs – VAT	330,473
Total	<u>796,917</u>

- 6 13 Based upon the current information available, it is anticipated that there will be insufficient realisations to enable a distribution to the non-preferential creditors of the Company

7. Joint Administrators' Receipts and Payments Account

- 7 1 A detailed R&P is shown at Appendix 2 At the date of this report there is a credit balance of £4,338

8. Pre-Administration Costs

- 8 1 In accordance with Rule 2 33(2A) of the Rules, pre appointment time costs may only be taken in respect of fees and expenses incurred "before the Company entered administration but with a view to its doing so"
- 8 2 The Joint Administrators therefore sought and gained approval from the secured creditors for those time costs and expenses incurred up to and including 30 October 2011 in respect of the Company In accordance with Rule 2 67A(3)(b) of the Rules, the Joint Administrators sought the approval of the secured creditors that £19,763 of pre-appointment time costs be drawn
- 8 3 NatWest and Aldermore, the secured creditors, have provided their consent to these time costs being taken Due to the level of asset realisations these costs have yet to be drawn
- 8 4 An analysis of the Joint Administrators pre appointment time costs is attached at Appendix 3

9. Joint Administrators' Costs and Expenses

- 9 1 It was proposed within the Proposals that the Joint Administrators remuneration be fixed by reference to the time properly given by them and their staff in dealing with the Administration Such time costs incurred to date by Duff & Phelps are as analysed at Appendix 3 The Proposals were deemed approved on 4 January 2012 and a Notice of Deemed Approval of Proposals Form F2 18B was registered at Companies House on 18 January 2012
- 9 2 To date, the Joint Administrators post appointment time costs total £25,044 No remuneration has been drawn to date
- 9 3 Information regarding the fees of Administrators called a Creditors' guide to Administrators' fees can be found on our website at www.duffandphelps.com/ukrestructuring Should you require a paper copy, please contact this office

- 9 4 The Joint Administrators have incurred the following expenses in the period of this report in dealing with the Administration of the Company,

Company	Role	Amount Incurred £
GWA Auctioneers and Valuers	Valuation of assets prior to sale of business process	500
Taylor's Solicitors	Review the sale of business contract, assist with placing the Company into Administration and other ad hoc legal matters	2070
Statutory Advertising	Statutory advertising relating to the appointment of the Joint Administrators	77

- 9 5 The Joint Administrators' choice of Agents and Solicitors instructed was based on their perception of the ability and experience to perform this type of work, the complexity and nature of the assignment and the basis of the Joint Administrators' fee arrangement with them

- 9 6 Any secured creditor, or any unsecured creditor (with the support of at least 10% in value of the unsecured creditors) or the permission of the court, may apply to the court on the grounds that the remuneration or basis fixed for the Administrators' remuneration or the expenses incurred by the Administrator are considered to be excessive. This application must be made no later than 8 weeks after receipt of the progress report, where the charging of the remuneration or the incurring of expenses in question occurs

10. EC Regulation

- 10 1 It is the Joint Administrators' opinion that the EC Regulation on Insolvency Proceedings 2000 apply and these proceedings are main proceedings as defined in Article 3 of the EC Regulation. The centre of main interest of the Company is in England

11. Conclusion and Ending the Administration

- 11 1 The Proposals advised that an Administration automatically comes to an end after one year, unless an extension is granted by the Court or with the creditors' consent
- 11 2 The Joint Administrators recommend that the Company should be dissolved, for the reasons set out below
- 11 3 The Joint Administrators have formed the view that once all the outstanding Administration matters have been finalised, and all liabilities incurred during the Administration have been discharged, there will be insufficient funds available to allow a distribution to non-preferential creditors
- 11 4 Once all outstanding matters have been satisfactorily completed by the Joint Administrators, they will give notice to the Registrar under Paragraph 84 of Schedule B1 to the Act to the effect that the Company has no property to realise which might permit a distribution to its non-preferential creditors, at which stage the Administration will cease. The Company will be dissolved three months following the registration of the Notice at the Registrar
- 11 5 You will note from the Proposals that the Joint Administrators left the choice of exit route from Administration open so that an alternative strategy can be adopted

- 11 5 You will note from the Proposals that the Joint Administrators left the choice of exit route from Administration open so that an alternative strategy can be adopted
- 11 6 In the event that dividend prospects detailed previously change the Joint Administrators may take the necessary steps to put the Company into CVL in order to make a distribution to non-preferential creditors. In such an event the Company will be placed into CVL. It was proposed that Stephen Clancy and Philip Duffy be appointed Joint Liquidators

12. Further Information

- 12 1 In accordance with Rule 2.48A of the Rules, secured creditors and unsecured creditors (with the concurrence of at least 5% in value of total unsecured claims) may make a request in writing to the Joint Administrators for further information about the remuneration or expenses set out in this progress report. This should be done within 21 days of receipt of this report

13 Next Report

- 13 1 The Joint Administrators are required to provide a progress report within one month of end of the next six months of the Administration. This report will be provided no later than 29 November 2012 or earlier, if the Administration has been finalised
- 13 2 If you have any queries or require any further assistance, please do not hesitate to contact my colleague Ruth Pearson of this office



Stephen Clancy
Joint Administrator

Appendix 1

Statutory Information

Statutory Information

Date of Incorporation 23 April 1997

Registered Number 03358988

Company Directors Andrew Large
Nicholas Brookes
Gillian Yates

Shareholders Cornfield Holdings Ltd – 90 A Ordinary shares
Jacqueline Higginbotham 5 B Ordinary Shares
Gillian Yates – 5 B Ordinary shares

Trading Address Adelphi Mill
Grimshaw Lane
Bollington
Macclesfield
Cheshire

Registered Office	Current	Formerly
	The Chancery 58 Spring Gardens Manchester M2 1EW	Adelphi Mill Grimshaw Lane Bollington Macclesfield Cheshire

Previous Names: Peter Ord Promotions Limited

Financial Information

	Year To Date 31 August 2011 (Mgmt A/c) £	Year Ended 31 Dec 2010 (Filed) £
Turnover	1,736,805	3,157,929
Gross Profit	810,813	572,601
Retained profit/(loss) for the year	(68,180)	52,908

Appendix 2

Joint Administrators' Receipts and Payments Account

Caspa Marketing Limited
(In Administration)
Joint Administrators' Abstract of Receipts & Payments

Statement of Affairs	From 31/10/2011 To 30/04/2012	From 31/10/2011 To 30/04/2012
SECURED ASSETS		
Goodwill	1 00	1 00
	<u>1 00</u>	<u>1 00</u>
 ASSET REALISATIONS		
Furniture & Equipment	7,499 00	7,499 00
Reclaim VAT of ID Facility Interest and Charges	9,971 76	9,971 76
Bank Interest Gross	1 33	1 33
	<u>17,472 09</u>	<u>17,472 09</u>
 COST OF REALISATIONS		
Agents/Valuers Fees	500 00	500 00
Legal Fees	2,000 00	2,000 00
Legal Disbursements	70 00	70 00
Statutory Advertising	76 50	76 50
Bank Charges	1 89	1 89
	<u>(2,648 39)</u>	<u>(2,648 39)</u>
	<u>14,824.70</u>	<u>14,824.70</u>
 REPRESENTED BY		
VAT Receivable		515 30
Floating/main current account		4,337 64
Fixed charge VAT receivable		9,971 76
		<u>14,824.70</u>

Appendix 3

Analysis of Time Charged and Expenses Incurred

38797 CASPA MARKETING LIMITED – CPA040

ANALYSIS OF TIME COSTS FOR THE PERIOD 04/10/2011 to 30/10/2011

ADM-Admin – Pre Appt

Classification of Work Function	Hours					Total Hours	Time Cost £	Av hourly Rate £
	Partner	Manager	Senior	Assistant	Support			
Administration and Planning								
Cashiering & accounting		0 60		0 30		0 90	281 00	312 22
Dealing with notice of intention to appoint		5 30		1 70		7 00	2,337 00	333 86
Dealings with Directors and Management				0 40		0 40	76 00	190 00
IPS set up & maintenance		0 10				0 10	39 00	390 00
Strategy planning & control	2 60	10 50		1 50		14 60	5,523 00	378 29
Realisation of Assets								
Book debts		0 30				0 30	114 00	380 00
Other Intangible Assets				1 30		1 30	247 00	190 00
Plant, Machinery, Fixtures and Motor Vehicles				1 00		1 00	190 00	190 00
Sale of business		18 20		6 10		24 30	8,072 00	332 18
Creditors								
Communications with Creditors/Employees		0 30		1 50		1 80	399 00	221 67
Prescribed Part				0 50		0 50	95 00	190 00
Secured Creditors	3 00	2 50				5 50	2,390 00	434 55
Total Hours	5.60	37 80		14 30	0.00	57 70		342.51
Total Fees Claimed (£)	2,688.00	14,365 00		2,710 00	0.00		19,763 00	

Category 2 Disbursements:

There are no category 2 disbursements for this case to date

38797 CASPA MARKETING LIMITED – CPA040

ANALYSIS OF TIME COSTS FOR THE PERIOD 31/10/2011 to 30/04/2012

ADM-Admin – Post Appt

Classification of Work Function	Hours					Total Hours	Time Cost	Avg Hourly Rate
	Partner	Manager	Senior	Assistant	Support			
Administration and Planning								
Case review and Case Diary management	1 30	1 30	0 00	6 90	0 00	9 50	2,429 00	255 88
Cashiering & accounting	0 30	1 70	1 80	3 90	0 00	7 70	2 059 50	267 47
Dealings with Directors and Management	0 00	0 50	0 00	2 30	0 00	2 80	597 00	213 21
IPS set up & maintenance	0 00	0 00	0 10	3 80	0 00	3 90	623 50	159 87
Statement of affairs	0 00	0 20	0 00	3 30	0 00	3 50	703 00	200 86
Statutory matters (Meetings & Reports & Notices)	1 80	13 10	0 50	24 80	0 00	40 20	10,681 50	265 71
Strategy planning & control	0 00	0 90	0 20	0 90	0 00	2 00	564 00	282 00
Tax Compliance/Planning	0 00	0 00	0 00	1 90	0 00	1 90	381 00	190 00
Creditors								
Communications with Creditors/Employees	0 50	2 50	0 00	11 70	0 00	14 70	3,211 50	218 47
Secured Creditors	0 00	0 50	0 00	2 30	0 00	2 80	627 00	223 90
Investigations								
CDDA & reports & Communication	0 00	1 70	0 10	7 90	0 00	9 70	2,045 00	210 80
Realisation of Assets								
Book debts	0 00	0 50	0 00	0 40	0 00	0 90	268 00	295 56
Freehold and Leasehold Property	0 00	0 00	0 00	0 20	0 00	0 20	38 00	190 00
Sale of business	0 00	0 60	0 00	2 40	0 00	3 00	684 00	228 00
Stock and Work In Progress	0 00	0 00	0 00	0 70	0 00	0 70	133 00	190 00
	0 00	0 00	0 00	0 20	0 00	0 20	21 00	105 00
Total Hours	3 90	23 50	2 70	73 80	0 00	103 70		241 50
Total Fees Claimed.	1,891 50	8,781 50	725 00	13,646 00	0 00		25,044 00	

Category 2 Disbursements

There are no Category 2 Disbursements