

AM03

Notice of administrator's proposals



Companies House

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1 Company details

Company number 0 3 3 9 4 7 4 1

Company name in full Kineteco International Limited

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

2 Administrator's name

Full forename(s) Joanne

Surname Rolls

3 Administrator's address

Building name/number 4th Floor, Euston House

Street 24 Eversholt Street

Post town London

County/Region

Postcode N W 1 1 D B

Country

4 Administrator's name

Full forename(s) Adrian

Surname Dante

• **Other administrator**
Use this section to tell us about
another administrator.

5 Administrator's address

Building name/number Kestrel House

Street Knightrider Street

Post town Maidstone

County/Region Kent


Postcode M E 1 5 6 L U

Country

• **Other administrator**
Use this section to tell us about
another administrator.

AM03

Notice of Administrator’s Proposals

6	Statement of proposals		
	<div><input checked="" type="checkbox"/> I attach a copy of the statement of proposals</div>		
7	Sign and date		
Administrator’s Signature	<div><div>Signature</div><div><div>×</div><div></div><div>×</div></div></div>		
Signature date	<div><div><div><div>d</div><div>2</div></div><div><div>d</div><div>7</div></div></div><div><div><div>m</div><div>0</div></div><div><div>m</div><div>6</div></div></div><div><div><div>y</div><div>2</div></div><div><div>y</div><div>0</div></div><div><div>y</div><div>2</div></div><div><div>y</div><div>2</div></div></div></div>		

AM03

Notice of Administrator's Proposals



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.

Joanne Kim Rolls

Opus Restructuring LLP

4th Floor, Euston House

24 Eversholt Street

London

Postcode

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DX

020 3326 6454



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 and dated the form.



Important information

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The Registrar of Companies, Companies House,
Crown Way, Cardiff, Wales, CF14 3UZ.
DX 33050 Cardiff.



Further information

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This form is available in an alternative format. Please visit the forms page on the website at www.gov.uk/companieshouse

Continuation page

Name and address of insolvency practitioner

✓ **What this form is for**
Use this continuation page to tell us about another insolvency practitioner where more than 2 are already jointly appointed. Attach this to the relevant form. Use extra copies to tell us of additional insolvency practitioners.

✗ **What this form is NOT for**
You can't use this continuation page to tell us about an appointment, resignation, removal or vacation of office.

→ **Filling in this form**
Please complete in typescript or in bold black capitals.
All fields are mandatory unless specified or indicated by *

1 Appointment type

Tick to show the nature of the appointment:

- ☐ Administrator
- ☐ Administrative receiver
- ☐ Receiver
- ☐ Manager
- ☐ Nominee
- ☐ Supervisor
- ☐ Liquidator
- ☐ Provisional liquidator

ⓘ You can use this continuation page with the following forms:
- VAM1, VAM2, VAM3, VAM4, VAM6, VAM7
- CVA1, CVA3, CVA4
- AM02, AM03, AM04, AM05, AM06, AM07, AM08, AM09, AM10, AM12, AM13, AM14, AM19, AM20, AM21, AM22, AM23, AM24, AM25
- REC1, REC2, REC3
- LIQ02, LIQ03, LIQ05, LIQ13, LIQ14,
- WU07, WU15
- COM1, COM2, COM3, COM4
- NDISC

2 Insolvency practitioner's name

Full forename(s)

Surname

3 Insolvency practitioner's address

Building name/number

Street

Post town

County/Region

Postcode

Country

In the Business & Property Courts in Birmingham Insolvency Reference No. CR-2022-001664

Kineteco International Limited (In Administration)

THE JOINT ADMINISTRATORS' STATEMENT OF PROPOSALS

Joanne Kim Rolls and Adrian Paul Dante
Joint Administrators

Opus Restructuring LLP

4th Floor, Euston House, 24 Eversholt Street, London, NW1 1DB

02045 099 121

micah.wright@opusllp.com

Disclaimer Notice

- This Statement of Proposals has been prepared by Joanne Kim Rolls and Adrian Paul Dante, the Joint Administrators of Kineteco International Limited, solely to comply with their statutory duty under Paragraph 49 of Schedule B1 of the Insolvency Act 1986 and for no other purpose. It is not suitable to be relied upon by any other person, or for any other purpose, or in any other context.
- Any estimated outcomes for creditors included in this Statement of Proposals are illustrative only and cannot be relied upon as guidance as to the actual outcomes for creditors.
- Any person that chooses to rely on this document for any purpose or in any context other than under Paragraph 49 of Schedule B1 of the Insolvency Act 1986 does so at their own risk. To the fullest extent permitted by law, the Joint Administrators do not assume any responsibility and will not accept any liability in respect of this Statement of Proposals.
- The Joint Administrators act as agents for Kineteco International Limited and contract without personal liability. The appointment of the Joint Administrators is personal to them and, to the fullest extent permitted by law, Opus Restructuring LLP does not assume any responsibility and will not accept any liability to any person in respect of this Statement of Proposals or the conduct of the Administration.

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1. Executive Summary

- 1.1** This Statement of Proposals is being delivered to creditors on 27 June 2022.
- 1.2** The principal activity of the Company was the manufacturing of hand wound, mechanical starter motors and it traded from Units 8,9 and 10 Industrial Park, Willesborough, Ashford TN24 0TD. On 20 June 2022, Joanne Kim Rolls and Adrian Paul Dante of Opus Restructuring LLP were appointed Joint Administrators of the Company by the Director.
- 1.3** The Joint Administrators are currently pursuing the third statutory objective of realising property in order to make a distribution to one or more secured or preferential creditors.
- 1.4** A summary of the current and anticipated future positions are detailed below. Creditors should note that the initial consideration received in respect of the sale of the Company's business and assets (£53,772) is currently held in the client account of the Joint Administrators' legal advisers, Thackray Williams LLP ("Thackray Williams"), and will be transferred to the estate account in early course. pending transfer into the Administration estate account.

Assets

Asset	Realisations to date (£)	Anticipated future realisations(£)	Total anticipated realisations
Fixed Charge Assets			
Goodwill	3,770	NIL	3,770
Business Intellectual Property Rights	10,000	NIL	10,000
Total	13,770	NIL	13,770
Floating Charge Assets			
Plant & Machinery	27,500	NIL	27,500
Stock	7,500	NIL	7,500
IT Systems	5,000	NIL	5,000
Business Contracts	1	NIL	1
Seller's Records	1	NIL	1
Book Debts	NIL	4,000	4,000
Cash at Bank	NIL	38,261	38,261
Total	40,002	42,261	82,263

Expenses

Expense	Expense Incurring to date	Anticipated further expense	Total anticipated expense
Legal Fees pre	1,850	NIL	1,850
Agents Fees pre	5,250	NIL	5,250
Pre-Appointment Admin Fee	10,013	NIL	10,013
Post Appointment Admin Fee	5,928	29,075	35,003
Legal Fees Post	NIL	1,500	1,500
Debt Collection Fees	NIL	1,000	1,000
Advertising	NIL	298	298
Pension Services	NIL	1,500	1,500
Bonding	NIL	160	160
Document Storage	NIL	100	100
Case Management Fee	NIL	185	185
Total	23,041	33,818	56,859

Dividend prospects

Creditor class	Distribution / dividend paid to date	Anticipated distribution / dividend
Secured creditor (fixed charge)	NIL	Uncertain
Secured creditor (floating charge)	NIL	Uncertain
Preferential creditors	NIL	100p
Secondary Preferential creditors	NIL	100p
Unsecured creditors	NIL	NIL

1.5 The main work remaining to be done to conclude the Administration are:

1. to issue all remaining appointment notices
2. carry out the Joint Administrator's investigations (further details below)
3. collect the sale proceeds from the solicitors
4. collect any debtors, working with agents where necessary
5. collect cash at bank
6. if funds are to be paid to the chargeholder, instruct solicitors to carry out a validity review
7. Review if any unpaid pension contributions and notify Pension Scheme of Administration and close Pension Scheme
8. Complete Employee claims with the redundancy payments office
9. Agree and pay Preferential Creditors
10. and then bring all matters to their conclusion

The Administration is expected to be concluded in month 11 of the Administration by exiting to dissolution. However, this is subject to the above matters being completed, third party responses being received as appropriate and no areas of investigatory work being required. An extension of the Administration may be required should these matters not be finalised within this timescale.

1.6 Definitions of the terms used in this Proposal are provided in Appendix I.

2. Background to the Company

2.1 The business was established in June 1997 and the principal activity of the Company was the manufacturing and sale of hand wound, mechanical starter motors. It traded from premises at Units 8,9 and 10 Industrial Park, Willesborough, Ashford TN24 0TD.

2.2 The Company has traded for 25 years in the starter motor sector. The Company's founder and sole shareholder, Mr Tom Clarke, experienced a period of illness. Towards the end of his illness, his wife became a Director on 10 December 2021 having had no former involvement with the Company or the business sector. Unfortunately, Mr Clarke passed away, leaving Mrs Brentnall to run the business with the support of the Company's employees.

2.3 The Company traded at a loss in the years preceding the appointment of Administrators and was supported by its shareholder and latterly Mrs Brentnall. Mrs Brentnall was not in a position to trade and provide additional funding to the Company indefinitely and attempted to conclude a share sale to the Company's major customer, Hatraco. Unfortunately, when the share sale fell away, Mrs Brentnall was introduced to Joanne Rolls of Opus Restructuring LLP on 26 May 2022 to discuss the options available to the Company.

- 2.4** Statutory information on the Company and extracts from the most recent accounts are provided at Appendix II. Please note that this information has not been verified by the Joint Administrators or by Opus Restructuring LLP.

3. Events leading to the Administration

- 3.1** As advised in paragraph 2.3 above, following Mr Clarke's passing, negotiations were entered into with the major client who had expressed an interest in acquiring the Company's shares. The prospective purchaser identified that all the Company's trading premises were not required but unfortunately, the landlord was not prepared to entertain a voluntary surrender of part of the property. With the lease of the 3 units and other liabilities a share sale became increasingly unlikely, but a desire had been expressed by the prospective purchaser to purchase the business and assets. As the Company was insolvent, this was not possible outside of an insolvency process. Therefore, the Company's lawyers, Thackray Williams introduced Mrs Brentnall to Joanne Rolls, one of the proposed Administrators on 26 May 2022 who was instructed to assist with the Administration process on 27 May 2022.

With losses continuing to accrue, rent and wages due at the end of June 2022, it became clear that the Company would not be able to meet its obligations for an extended period of time. In addition, the employees needed some certainty regarding their future with one key employee resigning on 31 May 2022. Therefore, it was imperative that any sale of the business and assets be completed expeditiously. In view of the interest expressed by the major customer, it was considered that a pre-pack sale would enhance realisations and secure the employment of the remaining employees. It would also allow for the business to be marketed to explore any alternative interest.

- 3.2** Attached at Appendix III is an account of the work undertaken prior to the Joint Administrators' appointment and the costs associated with that work.
- 3.3** On 20 June 2022, Joanne Kim Rolls and Adrian Paul Dante of Opus Restructuring LLP were appointed Joint Administrators of the Company following an Administration Order granted by the Court on the application of the Director of the Company.
- 3.4** These proceedings are main proceedings to which the EU Regulation as it has effect in the law of the United Kingdom does not apply.

Ethical Considerations

- 3.5** Prior to the Joint Administrators' appointment, a review of ethical issues was undertaken and no ethical threats were identified. A further review has been carried out and no threats have been identified in respect of the management of the insolvency appointment to date.

4. The Objectives of the Administration

- 4.1** Administrators must perform their functions with the objective of:
- rescuing the company as a going concern;

- or if that is not possible, then achieving a better result for the creditors as a whole than would be likely to be achieved if the company were wound up (without first being in Administration);
- or if that is not possible, realising property in order to make a distribution to one or more secured or preferential creditors.

4.2 The Joint Administrators would comment that the first objective was not achievable due to failure of a share sale to the Company's largest customer referred to above, the lack of funds to trade on the business and the losses which continued to be incurred. Therefore, the Joint Administrators did not consider it possible to restructure the existing business or propose a Company Voluntary Arrangement

4.3 The second objective is normally achieved by means of a sale of the business and assets as a going concern or a more orderly sales process than in liquidation. While the swift steps taken by the Joint Administrators achieved a higher realisation than if the Company just entered liquidation, it is clear that the consideration achieved will only allow a recovery for the Secured and Preferential creditors. Accordingly, the Joint Administrators do not believe that the second objective will be achieved.

4.4 The Joint Administrators would comment that the third objective will be achieved, as they expect to pay a distribution to the Company's secured and preferential] creditors.

A detailed account of how the Joint Administrators have sought to achieve the objective of the Administration is set out below.

5. Events since the Joint Administrators' Appointment

5.1 Immediately upon appointment, the Joint Administrators undertook a review of the Company's affairs with particular regard to its financial and resource requirements. This assessment was carried out in liaison with the remaining management of the Company.

The sale of the Company's business and assets

5.2 The Joint Administrators concluded a sale of the Company's business and assets which had been negotiated in advance of their appointment. Information relating to this sale is attached at Appendix IV. The sale consideration of £53,772 has been received in full and is currently being held by solicitors whilst the estate account is being opened.

Sales to connected parties

5.3 In accordance with the requirements of SIP13, the Joint Administrators' can confirm that no sale of assets to parties connected with the Company has occurred.

Assets remaining to be realised

Book Debts

- 5.4 On the Joint Administrators' appointment, the value of the Company's sales ledger was £5,000. The Joint Administrators have requested that all documentation in support the outstanding sales ledger be provided in order that the book debts can be collected. We will consider instructing experienced debt collectors on a percentage of realisation basis should the book debts prove difficult to collect.

Cash at bank

- 5.5 The Joint Administrators have written to the Company's bankers in order to freeze the Company's bank accounts and to request the transfer of any credit balances to the Joint Administrators' control. It is anticipated that the sum of £38,261 will be realised across the Company's various accounts. Please note, this assumes that the Bank will be prevented from applying set off in respect of the Bounce Bank Loan due to the Administration Order being in place.

Steps taken as regards creditors

- 5.6 The Joint Administrators have obtained details of the Company's workforce and have requested a case reference number from the redundancy payments service and will shortly be corresponding with the employees regarding claims for outstanding wage arrears and their transfer to the purchaser under the Transfer of Undertakings (Protection of Employment) Regulations 2006.

Instruction of specialists

- 5.7 When instructing third parties to provide specialist advice and services or having the specialist services provided by the firm, the Joint Administrators are obligated to ensure that such advice or work is warranted and that the advice or work contracted reflects the best value and service for the work undertaken. The firm reviews annually the specialists available to provide services within each specialist area and the cost of those services to ensure best value. The specialists chosen usually have knowledge specific to the insolvency industry and, where relevant, to matters specific to this insolvency appointment. Details of the specialists specifically chosen in this matter are detailed below.

Legal Advice

- 5.8 Thackray Williams LLP ("Thackray Williams") were instructed by the proposed Administrators to prepare and finalise the terms of the Sale and Purchase Agreement. It is anticipated that the Joint Administrators will also instruct the solicitors to provide advice on the validity of the fixed and floating charge to ensure that any distributions are paid in line with their statutory order of priority.
- 5.9 RWK Goodman solicitors ("RWK") were instructed by the Board to prepare, file, and serve the Administration appointment documents including two Notice of Intention to appoint Administrators.
- 5.10 The Joint Administrators are satisfied that of the lawyers hold the appropriate expertise, professional indemnity insurance and experience in dealing with and the work they were instructed to do.

The Joint Administrators' legal advisors advised in respect of all legal issues arising on the sale of business and assets and have been assisting the Joint Administrators with matters arising in the Administration.

Agents

5.11 In addition, Hilco Valuation Services ("Hilco"), a firm of valuation agents, was instructed by the proposed Administrators to provide a valuation of the business and its assets with a view to determining the best strategy for the sale.

5.12 Following this, instructions were provided by the proposed Administrators to Hilco to produce a marketing strategy and undertake a marketing exercise of the Company's business and assets to ensure that the best value was achieved within the time available due to the Company's loss making and the concern in meeting its historic liabilities and future costs. The Joint Administrators were kept apprised of developments in this process and agreed that the proposed strategy was fair and proportionate in light of the Company's financial position.

Pension Specialists

5.13 We anticipate instructing Clumber Consultancy Limited to review the Company's auto-enrolment process, its pension scheme and to assist the Joint Administrators deal with any matters arising from this review. No Instruction has been made to date. The Joint Administrators have however made a provision within their Estimate Outcome Statement and the expenses estimate for these costs.

Business Rates Audit Agents

5.14 The Joint Administrators also anticipate instructing Consultiam Property Ltd t/a CAPA ("CAPA") to review the Company's business rate position to ascertain if any refunds are due to the Company. CAPA's costs are 25% plus VAT on all actual recoveries. No estimate has been given for their costs given to the speculative nature of this work

Book Debt Collection Fees

5.15 Should the Joint Administrations have any issues collecting in the anticipated debtor We anticipate instructing Town & Country Legal Services LLP ("T&C") to assist with the debt collection. T&C will charge a fee at 25% of any realisations made. No estimate has been given for their costs given to the speculative nature of this work.

5.16 All professional fees are based upon the parties' recorded time costs incurred at their standard charge out rates or the rates set out above and will be reviewed by the Joint Administrators' staff before being approved for payment.

Investigation into the Company's affairs prior to the Administration

5.17 The Joint Administrators have commenced a review of the Company's trading activities in order to establish whether or not there are actions that may be taken for the benefit of the Administration and consequently to enable a report to be submitted to the Insolvency Service on the conduct of the Company's directors.

- 5.18** Should any creditor have any concerns about the way in which the Company's business has been conducted or information on any potential recoveries for the estate, they are invited to bring them to the attention of the Joint Administrators as soon as they are able.

6. The Statement of Affairs and the Outcomes for Creditors

- 6.1** To date, the directors have not submitted a signed Statement of Affairs. A request will be issued in the coming days for this to be completed. The Estimated Financial Position of the Company, together with a list of creditors, is attached at Appendix V. These details have been extracted from the Company's records and therefore no warranty can be given to the accuracy of the details given.
- 6.2** In accordance with the standard format of a Statement of Affairs, no provision has been made in the Statement for the costs of the Administration.

Prospects for creditors

- 6.3** Attached at Appendix VI is the Joint Administrators' receipts and payments account for the period from 20 June 2022 to date. As explained earlier in the proposals, the sale proceeds are currently being held by the solicitors pending the estate accounts being opened.
- 6.4** Also attached at Appendix VII is an Estimated Outcome Statement, which illustrates the anticipated outcomes for creditors.
- 6.5** The Act requires administrators to make a prescribed part of the company's net property, which is the balance remaining after discharging the preferential and secondary preferential claims but before paying the floating charge-holder, available for the satisfaction of unsecured debts.
- 6.6** In this case, the prescribed part provision does not apply, as the floating charge debenture was created before 15 September 2003.

7. The Joint Administrators' Fees

- 7.1** The Joint Administrators propose to fix their fees on the following basis:
- the time properly given by the Joint Administrators and their staff in attending to matters arising in the Administration, such time to be charged at the prevailing standard hourly charge out rates used by Opus Restructuring LLP at the time the work is performed.
- 7.2** Attached at Appendix VIII is the Joint Administrators' Fees Estimate. Attached at Appendix IX is a breakdown of the time costs incurred in the Administration to date and the charge-out rates of the Joint Administrators and their staff are provided at Appendix X.

The Estimated Outcome Statement at Appendix VII provides an overview of the financial benefit that this work is expected to bring to creditors.

7.3 Creditors may access a Guide to Administrators' Fees at <http://thecompliancealliance.co.uk/cgfdm.pdf> or a hard copy will be provided on request.

8. The Joint Administrators' Expenses

8.1 Attached at Appendix XI are details of the expenses that the Joint Administrators expect to incur in the Administration.

8.2 Expenses fall into two categories: Category 1 and Category 2.

- Category 1 expenses are payments to persons providing the service to which the expense relates who are not associates of the Joint Administrators. Administrators may discharge Category 1 expenses from the funds held in the insolvent estate without further recourse to creditors.
- Category 2 expenses are payments to associates or which have an element of shared costs. Payments may only be made in relation to Category 2 expenses after the relevant creditors have approved the bases of their calculation.

8.3 Appendix X provides details of the bases of Category 2 expenses that the Joint Administrators propose to recover from the insolvent estate.

8.4 It is anticipated that the Joint Administrators may sub-contract the following work and the reason for it:

- i) Pension Services – it is anticipated that for the Joint Administrators to undertake this work at the hourly charge rates, would be more expensive than outsourcing the same work to a pension specialist as they will agree to do the work on a fixed fee basis.
- ii) Book collection – should the Joint Administrators be unsuccessful in obtaining debtors early recovery, it will be more cost effective to outsource the work to specialist who will cover proceedings to recover the amounts due instead of the Joint Administrator instructing solicitors to take recovery proceedings.

9. The Joint Administrators' Discharge

9.1 The Act requires that the timing of the Joint Administrators' discharge from liability will be decided by the secured and preferential creditors. The Joint Administrators propose that this discharge will take effect when their appointment ceases to have effect and a decision will be sought in respect of this.

10 Approval Process

Approval of the Statement of Proposals

10.1 Attached at Appendix XII is a summary of the Joint Administrators' Statement of Proposals. For further information on how the Company's affairs will continue to be managed, if these Proposals are approved, please refer to Appendix VIII, which sets out in detail what further work the Joint Administrators propose to undertake.

10.2 The Joint Administrators are seeking creditors' approval of the Statement of Proposals by means of the process set out in Rule 15.5 Virtual Meeting of the Rules.

10.3 The Joint Administrators think that neither of the first two Administration objectives can be achieved. Therefore, pursuant to Paragraph 52(1)(b) of Schedule B1 of the Act, Joint Administrators are not required to seek creditors' approval of the Statement of Proposals. Notwithstanding this, the Joint Administrators shall be required to seek a creditors' decision on whether to approve the Statement of Proposals, if it is requested by creditors whose debts amount to at least 10% of the Company's total debts. Such request must be delivered to the Joint Administrators within 8 business days from the date on which the Statement of Proposals was delivered. Security must be given for the expenses of seeking such a decision. If no decision is requested, the Statement of Proposals will be deemed to be approved pursuant to Rule 3.38(4) of the Rules.

Other Decisions

10.4 The Joint Administrators are inviting the secured and preferential creditors to decide on the following matters:

- Whether to establish a creditors' committee
- The timing of the Joint Administrators' discharge from liability
- In the event that a creditors' committee is not established:
 - The basis on which the Joint Administrators' fees shall be fixed
 - The approval of the unpaid pre-Administration costs
 - The approval of the basis of Category 2 expenses

10.5 To assist those creditors who are requested to vote on these matters, the relevant forms have been provided under separate cover.

If any creditor has any queries in relation to the above, please do not hesitate to contact either of the Joint Administrators or Micah Wright, on 02045 099 121 or by email to Micah.wright@opusllp.com.

Dated 27 June 2022



Joanne Rolls
Joint Administrator

Joanne Kim Rolls and Adrian Paul Dante were appointed Joint Administrators of Kineteco International Limited on 20 June 2022. The affairs, business and property of the Company are managed by the Joint Administrators. The Joint Administrators act as agents of the Company and contract without personal liability.

Appendix I: Definitions

The Act	The Insolvency Act 1986
The Rules	The Insolvency (England & Wales) Rules 2016
The Statement of Proposals	The Statement of the Joint Administrators' Proposals prepared pursuant to Paragraph 49(1) of Schedule B1 of the Act
The Joint Administrators	Joanne Kim Rolls and Adrian Paul Dante
The Company	Kineteco International Limited (in Administration)
The Court	Business & Property Courts in Birmingham
EBIT	Earnings before interest and tax
SPA	Sale & Purchase Agreement
RPO	The Redundancy Payments Office
HMRC	HM Revenue & Customs
ROT	Retention of Title
EOS	Estimated Outcome Statement
PP or Prescribed Part	The Prescribed Part of the Company's net property subject to Section 176A of the Act
QFCH	Qualifying Floating Charge Holder
SIP	Statement of Insolvency Practice (England & Wales)
TUPE	Transfer of Undertakings (Protection of Employment) Regulations

Appendix II: Statutory and Financial Information

Company name	Kineteco International Limited
Previous name(s)	
Trading name(s)	
Proceedings	In Administration
Court	Business & Property Courts in London
Court reference	001664
Date of appointment	20 June 2022
Appointed by	The Director of the Company, Nicola Brentnall of The Lodge, 10 Broadwater Down, Tunbridge Wells, Kent, England, TN24 0TD
Joint Administrators	Joanne Kim Rolls and Adrian Paul Dante Opus Restructuring LLP 4th Floor, Euston House, 24 Eversholt Street, London, NW1 1DB
Statement required by Paragraph 100(2) of Schedule B1 of the Act	The Joint Administrators are authorised to carry out all functions, duties and powers by either one or by both of them
Registered office	Unit 10 Willesborough Industrial Park, Willesborough, Ashford, Kent, England, TN24 0TD
Company number	03394741
Incorporation date	24 June 1997
Directors at date of appointment	Nicola Brentnall – Appointed 10 December 2021 Tom Clark - Appointed 30 June 1997 Resigned 24 January 22
Directors' / Secretary's shareholdings	Tom Clark – 100% shareholding – 1,393,700 Ordinary share of £0.01 each

Summary Balance Sheet

	Statutory Accounts for year to 31 July 2021 £	Statutory Accounts for year to 31 July 2020£
Tangible assets	160,524	33,132
Intangible assets	1	1
Fixed assets	160,525	33,133
Stock	91,270	80,895
Debtors	115,608	81,761
Cash at Bank and in Hand	16,186	81,023
Current Assets	223,064	243,679
Liabilities		
Trade creditors	(525,459)	(427,218)
Provision for Liabilities	(30,500)	(5,600)
Amounts falling due after more than one year	(43,055)	(48,611)
Total Liabilities	(599,014)	(481,429)
Net Assets	(215,425)	(204,617)

Appendix III: Statement of Pre-Administration Costs

On 27 May 2022 the Director agreed with the proposed Joint Administrators that Opus Restructuring LLP be paid fees for work done prior to the Administration on the basis of time costs incurred by the insolvency practitioners and their staff at their standard charge-out rates plus VAT for the following tasks and matters that were considered to be necessary to placing Kineteco International Limited into Administration. These costs were estimated at £25,000 plus VAT.

Prior to Administration, the proposed Joint Administrators gathered information on the Company to ensure that they were in a position to consent to act as Joint Administrators and to formulate an initial strategy for pursuing achievement of an Administration objective. In addition, it was considered advantageous to take steps to market the business and assets of the Company and to negotiate with interested parties to attempt to agree a sale in principle that could be completed shortly after the Joint Administrators' appointment. Therefore, agents were engaged to value and market the business and assets by the most beneficial means in view of the time available. Solicitors were also engaged to draft a sale and purchase agreement and to assist in agreeing its terms with the prospective purchaser. It was felt that this strategy would further the third objective of ensuring a return to secured and preferential creditors whilst maximising asset realisations and reducing costs. This work was expected to have a financial benefit for creditors, as the strategy of pursuing the second Administration objective would improve the prospects of recovery, whilst avoiding certain claims that would arise from a closure of the business and a liquidation.

It should also be noted that solicitors were engaged by the Company to submit two notice of intentions ("NOI") to appoint Administrators. The second NOI was necessary as interest had been received for the purchase of the business and assets and to allow for the market to be tested further. During the period of the proposed Joint Administrators involvement and prior to their appointment, they held twice weekly meetings with the director and employees of the Company to preserve goodwill of the business to facilitate a sale.

In conducting the above work, the following costs were incurred:

	£
Opus Restructuring LLP's time costs (see below)	13,013
Opus Restructuring LLP's other expenses	NIL
Agents' costs	7,750
Solicitors' costs (Thackray)	3,500
Solicitors' costs (RWK)	3,350

Further below is a breakdown of the time costs of the Joint Administrators and their staff incurred prior to Administration and at Appendix X are Opus Restructuring LLP's charge-out rates and bases of expenses.

Agents & solicitors have received payment of £7,500 on account from the Company. The Joint Administrators have received payment from the company of £3,000 on account of Opus Restructuring LLP's pre-Administration time costs

Consequently, the unpaid pre-Administration costs are as follows:

	£
Opus Restructuring LLP's	10,013
Opus Restructuring LLP's other expenses	NIL
Agents' costs	5,250
Solicitors' costs (Thackray)	1,000
Solicitors' costs (RWK)	850

Pre Appointment Remuneration Schedule
Kineteco International Limited
Between 22 May 2022 and 20 June 2022

Classification of work function	Partner/Director	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost	Average Hourly Rate
Administration & Planning	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investigations	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Realisation of Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Pre Appointment	11.10	30.60	2.20	1.50	45.40	13,012.50	286.62
Forensics	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total hours	11.10	30.60	2.20	1.50	45.40		
Time costs	4,717.50	7,650.00	495.00	150.00		13,012.50	
Average hourly rate	425.00	250.00	225.00	100.00			286.62

Description	Total Incurred £	Total Recovered £
	0.00	0.00
Totals	0.00	0.00

Summary of Fees

Time spent in administering the Assignment	Hours	45.40
Total value of time spent to 20 June 2022	£	13,012.50
Total Pre Appointment fees charged to 20 June 2022	£	3,000.00

Appendix IV: SIP16 Statement

PRE-PACKAGED SALE

The Company's business and assets have been sold following a pre-packaged sale. The primary function of an administrator is to achieve one of the objectives set out in the Insolvency Act. In this case, the statutory purpose pursued is to realise the Company's property in order to make a distribution to one or more secured or preferential creditors. This transaction enables the statutory purpose to be achieved and in my view the outcome achieved was the best available outcome for creditors as a whole in all the circumstances. I provide below an explanation and justification of why a pre-packaged sale was undertaken.

The Roles of the Insolvency Practitioners

In most cases involving a pre-packaged sale, an insolvency practitioner's firm is initially engaged by the insolvent company to help its board of directors to consider the company's options for resolving its financial difficulties and/or for arranging an orderly winding up of its affairs. If it is decided that an administration is appropriate, the company may then instruct the insolvency practitioner's firm to assist the company or its directors to issue the statutory notices to commence the process and to assist the company to take steps towards selling its business and assets to achieve the best available outcome for creditors as a whole in all the circumstances. Once appointed as administrator, the role of the insolvency practitioner is to manage the company's affairs, business and assets with the objective of achieving a statutory purpose of an administration. In the event of a pre-packaged sale, this involves concluding a sale of the business and/or assets shortly after the administration has begun. When either assisting the company before administration or acting as an administrator, the insolvency practitioner's role is not to advise the directors personally or any parties connected with any potential purchaser, who are usually encouraged to take independent advice.

In this case, prior to commencement of the Administration, Opus Restructuring LLP acted as advisors to the Board of Directors in relation to the options for the Company. For the avoidance of doubt, neither Opus Restructuring LLP nor its insolvency practitioners advised the directors personally or any parties connected with the purchaser, who were encouraged to take independent advice. At all times prior to Administration, the Board of Directors remained responsible for and in control of the Company's affairs.

During this time, the insolvency practitioners of Opus Restructuring LLP took their own steps to prepare for their potential appointment as Joint Administrators. At this point, there were clear advantages in looking to sell the Company's business and assets swiftly on appointment, as this strategy would significantly reduce the ongoing costs of securing and maintaining the business and assets and it would avoid the substantial risks that the value and continued viability of the business and assets would deteriorate due to the commencement of a formal insolvency regime. Therefore, the insolvency practitioners, with the assistance of professional and independent agents, considered the most effective method of securing a sale representing the best outcome for creditors as a whole and negotiated with parties interested in acquiring the business and assets of the Company to a point whereby a sale could be concluded shortly after the Administration had commenced. Immediately on their appointment, the Joint Administrators, as officers of the court and as agents of the Company, took over from the Board the responsibilities of managing the affairs, business and property of the Company. In the interests of the creditors as a whole and mindful of the need to achieve a statutory purpose of an Administration, they concluded the Sale.

Ethical Considerations

Insolvency practitioners are bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment. The Joint Administrators observed the Code in all their activities both prior to and after their appointment.

Prior to the Joint Administrators' appointment, a review of ethical issues was undertaken and no ethical threats were identified.

When instructing third parties to provide specialist advice and services or having the specialist services provided by the firm, the Joint Administrators are obligated to ensure that such advice or work is warranted and that the advice or work contracted reflects the best value and service for the work undertaken. The firm reviews annually the specialists available to provide services within each specialist area and the cost of those services to ensure best value. The specialists chosen usually have knowledge specific to the insolvency industry and, where relevant, to matters specific to this insolvency appointment. Details of the specialists specifically chosen in this matter are detailed below

Legal Advice

Thackray Williams LLP ("Thackray Williams") were instructed by the proposed Administrators with the Board's approval to prepare and finalise the terms of the Sale and Purchase Agreement.

In retaining Thackray Williams, the Joint Administrators were satisfied that they have adequate professional indemnity insurance in place and their knowledge of the Company and its Director coupled with their experience of working with Administrators would ensure the proposed sale would proceed in an efficient manner at a fair cost.

RWK Goodman solicitors ("RWK") were instructed by the Board to prepare, file, and serve the Administration appointment documents.

In retaining RWK, the Board was satisfied that they have adequate professional indemnity insurance in place and their knowledge of the Company and its Director couple with their experience of working with Administrators would ensure the proposed sale would proceed in an efficient manner at a fair cost.

Agents

In addition, Hilco Valuation Services ("Hilco"), a firm of valuation agents, was instructed by the Board and worked with the proposed Administrators to provide a valuation of the business and its assets with a view to determining the best strategy for the sale.

Following this, instructions were provided by the Board to Hilco to produce a marketing strategy and undertake a marketing exercise of the Company's business and assets to ensure that best value was achieved within the time available due to the Company's inability to meet its historic and current liabilities.

The Joint Administrators can confirm that they worked with Hilco to ensure that, in view of the circumstances, adequate and appropriate marketing of the business and assets was undertaken.

Following this Hilco entered into discussions with interested parties and negotiated terms of the Sale. The Joint Administrators monitored and worked with Hilco in this regard.

Roland Cramp MRICS ("RC") was the main contact at Hilco. RC is a RICS Registered Valuer and also a Senior Director at Hilco. Hilco hold appropriate professional indemnity insurance in place, were suitably qualified and cost appropriate. In view of Hilco's experience and qualifications, the Joint Administrators were comfortable to rely on the valuation provided and advice regarding the sale.

Initial Introductions

The Company's director was referred to Opus Restructuring LLP by Nick Gabay of Thackray Williams LLP ("Thackray Williams") on 26 May 2022 to help advise on the options available for the Company, as it was deemed to be insolvent and trading at a loss.

Pre-appointment Matters

In addition to advising on the Company's options, our advice covered marketing the business and also involved negotiating and agreeing the contract to be completed following the Joint Administrators' appointment. The fee agreed in respect of my pre-appointment advice was the sum of £25,000 plus VAT. The sum of £8,000 plus VAT has been received from the Company on account of these pre-appointment fees, which included payment on account for Hilco and Thackray Williams of £2,500 plus VAT each. Opus received £3,000 plus VAT as a contribution of the costs in assisting the Board during the period prior to the Administration. A signed engagement letter was received from the director of the Company on 27 May 2022. The Company traded as a manufacturer of hand wound mechanical starter motors from Unit 8, 9 & 10 Willesborough Industrial Park, Willesborough, Ashford, Kent, TN24 0TD.

The director advised that the Company had become insolvent due to the following factors:- The Company was incorporated on 24 June 1997 and has been supported by its sole shareholder. The Company, due to the shareholders' illness was trading at a loss and lost a key employee in recent times. The Director had been injecting personal funds into the business to continue its trade. Unfortunately, following a period of illness the shareholder and founding Director subsequently passed leaving his wife, who had limited previously involvement with the Company as sole Director. Prior to Opus's involvement, discussions were entered into with the Company's major customer who had expressed an interest in acquiring the Company's shares. The prospective purchaser identified that all the Company's trading premises were not required but unfortunately, the landlord was not prepared to entertain a voluntary surrender of part of the property. With the lease of the 3 units and other liabilities a share sale became increasingly unlikely, but a desire had been expressed by this customer to purchase the business and assets.

The sole Director had no desire to continue with the business and if a pre-pack sale is not possible, the Company would be wound up. Therefore, in view of the financial position of the Company, the fact that there is an external interested party, an administration was considered to be the appropriate process. In view of the losses being incurred and the financial position of the Company, a pre-pack administration, allowing an immediate transfer of the Company's business and assets on the appointment of the administrators was appropriate to ensure no further losses were incurred. There was limited funding to trade in administration and it was clear that the employees required certainty regarding their ongoing employment. In addition, it was also maximise value in the Company's assets by preserving value in goodwill and enhancing post administration debtor collection. The Company granted the following security:

<u>Type of security</u>	<u>Name of charge-holder</u>	<u>Date of creation of security</u>
Fixed and Floating Charge Debenture	Tom Fison Clark	19 July 1997

By May 2022, it had become apparent that the Company required additional funding to be able to continue to trade with rent becoming due at the end of June 2022 and payments due to a number of essential suppliers.

A review of the Company's cash-flow revealed that there would be insufficient working capital available to allow the Company to continue to trade in the medium term in order for a purchaser to be found and the negotiations entered into regarding the proposed share sale had ended without success. The Company had been funded by its shareholder and continued to be funded by the Director. No requests made to other potential funders as the Company continued to be loss making with no real prospect of trading out of its difficulty as unfortunately the founding Director who was also the main investor had passed away. Therefore, to preserve goodwill, it was considered necessary to initiate an insolvency process as soon as possible. In addition, due to the ongoing losses and uncertainty, and the additional costs of the Joint Administrators in managing ongoing trading it was not considered to be in the creditors' interests to trade the business during Administration.

For completeness, we detail below, the options discussed with the director following our initial introduction.

Continuing to trade outside insolvency or through a Moratorium

The Company had exhausted its available cash resources and its cash constraints and the recent passing of the founding director and shareholder were impacting on its ability to continue trading.

The Company's director confirmed that they were not able to provide the level of additional funding necessary to support the Company to trade, and therefore this option was not viable.

Company Voluntary Arrangement ("CVA")

There was no immediate creditor pressure but the Company was aware that it could not meet its payments when they become due. Without further investment and a new leadership team the directors was not confident that the Company would be successful in trading through its difficulties.

Liquidation

The possibility of placing the Company into Liquidation was considered. However, as there was already interest in the Company's business and assets it was decided that this was not the best course of action to take, as issuing notices initiating the liquidation process would have damaged the Company's ability to continue to trade and redundancies would have been very likely necessary leading to an increase in the level of creditors. There would also have been no realisation for goodwill and debtor realisations would have been affected.

Pre-packaged Administration Sale

There was insufficient working capital and no prospect and the Company was loss making. In addition, the employees required some degree of certainty regarding their future employment with one resigning in the pre administration period. The benefits of achieving a pre-packaged sale were the transfer of the employees, thereby reducing creditor claims and enhancing realisations due to there being no break in supply of goods and services, which would enable a value to be achieved for goodwill and ensure a more effective debt collection process.

The Joint Administrators' Options on Appointment

Immediately prior to appointment, the proposed Joint Administrators had considered whether the first Administration purpose might be achieved by continuing to trade the business within Administration in order that a proposal for a CVA might be put to creditors. However, it was considered that trading the business during the Administration could not continue due to the increase in costs and probably losses that would be incurred. In addition, the Company had insufficient finance in order to do so. For these reasons also, the Joint Administrators considered it would not be in the interests of creditors as a whole to continue to trade the business in Administration in the short term with a view to exploring whether the existing offer for the purchase of the business and assets could be improved upon. There was also sufficient time in the period prior to the proposed sale to test the market for other potential interest.

The Company's largest creditor is the secured creditor who is represented by the Company's sole director through a power of attorney. This director has filed for the administration.

The second largest creditor is Barclays Bank PLC who is owed £44,000 following a Bounce Back Loan. The Bank has no security and based on current information, only preferential and secured creditors will receive a return. As a result, no attempt has been made to consult with them in relation to the pre-pack strategy.

According to the director, it has been confirmed that the business and assets sold were not previously purchased from an insolvent company within the past 24 months.

Marketing of the Business and Assets

The director was asked to provide information on any parties, of which she were aware, who would be interested in purchasing the business and assets of the Company and provide details of any marketing conducted by the Company prior to approaching Opus Restructuring LLP for advice and we were advised that: that the Company had been negotiating with its major customer, Hatraco UK Limited ("the Purchaser") with regard to a share sale. However, due to complications concerning the landlord and the properties and the company's liabilities, this sale did not progress to completion.

Agents, Hilco Valuation Services ("Hilco") , were then instructed to market the business and assets of the Company and were advised of all known interested parties.

The Marketing Strategy

It was agreed with the agents that the marketing and media coverage would include marketing the business as widely as possible which involved circulating a teaser setting out an overview of the business and assets on 7 June 2022 via email to Hilco's databases of purchasers seeking business acquisition opportunities and prospective purchasers identified by Hilco from their research. The business was also listed on IPbd.com, a website dedicated to the sale of distressed businesses, as well as Hilco's own website. It was also featured on the LinkedIn social media platform via Hilco's account.

Marketing was undertaken for a period of 2 weeks in order to meet the Company's own time constraints brought on by the impending wage bill and rent obligations. I was satisfied that this length of marketing achieved the best available outcome for creditors as a whole in all the circumstances and avoided a deterioration of the Company's financial position.

The reasons for the marketing and media strategy adopted were to ensure a targeted and expedited approach given the time constraints that were present.

The agents' marketing led to nine parties expressing an interest and Non-Disclosure Agreements were returned and negotiations were entered into with five parties. A deadline of 20 June 2022 was set for offers, however, the only firm offer received was from party who had previously considered purchasing the shares, the Purchaser, Hatraco UK Limited. The Purchaser is the Company's largest customer and therefore has a special interest in ensuring the business is able to continue to trade. Their offer is in excess of the realisations that would be expected to be achieved for the tangible assets on closure, particularly after occupational costs and costs of sale.

The marketing strategy has achieved the best available outcome for creditors as a whole in all the circumstances considering the ongoing losses, and the time constraints which had arisen due to the cashflow position. Further, the Company's business is very specialist in nature with only two other UK manufactures producing spring starter motors similar to the subject. In addition, this is a small Company with a turnover for the year to July 2021 of £290,000 and trades with just 4 employees. Therefore, and not unexpectedly, interest has been limited.

Valuation of the Business and Assets

Hilco were instructed on 27 May 2022 to value the business and assets of the Company. They confirmed their independence, Roland Cramp MRICS is a RICS registered valuer and Hilco have adequate professional indemnity insurance.

Their valuation was received by Hilco as detailed below:-

_Forced Sale £	Going Concern £	Actual Sale Price £	
Assets Specifically Pledged			
Machinery and Business Assets Owned	13,800	34,060	27,500
Inventory	6,900	56,000	7,500

No value was attached to goodwill as it was likely to depend on another manufacturer wishing to add the products to their existing offering.

A going concern valuation reflects the estimated amount for which the assets could be sold as a whole in their working place(s). The forced sale basis reflects a sale whereby the assets are removed from the premises at the expense of the purchaser. The Joint Administrators considered the bases of the valuations appropriate, as they were able to consider offers with the objective of selling the business and assets as a going concern, but it was also necessary to understand what the assets might realise in the event that sale negotiations deteriorated, and a forced sale of the assets became a real possibility.

The sale price achieved for the business and assets compares favourably with the above valuation as it was likely that the Purchaser would move the assets to a new location. Additional consideration was paid in relation to the Company's Intellectual Property Rights, Goodwill, IT System, Business Contracts and Records.

The Transaction

The purchaser and related parties

A sale of the business and assets was completed on 20 June 2022 with the Purchaser.

There is no connection between the purchaser and the directors, shareholders or secured creditors of the insolvent Company or their associates. As advised above, the Purchaser was the major customer of the Company.

The transaction is between the insolvent Company and the Purchaser only and does not impact on any related companies

No guarantees have been given by any directors for amounts due from the insolvent Company to a prior financier as the Company was not sold to the Director.

The assets

The Sale included the assets listed below and was completed by means of a sale and purchase agreement.

The sale consideration

The sale consideration totalled £53,772 and required the full amount to be paid on completion.

The sale consideration has been allocated to the following asset categories: -

Goodwill (fixed charge)	£3,770
Business Intellectual Property Rights (fixed charge)	£10,000
Machinery, Tooling and Furniture(floating charge)	£27,500
Stock (floating charge)	£7,500
IT Systems (floating charge)	£5,000
Business Contracts (floating charge)	£1
Sellers' Records	£1

The validity of the charges has yet to be verified, however the allocation above has been reached by reference to the charge documents and in consultation with the agents.

There were four employees who were transferred as part of the Sale.

The consideration for the Sale has been received in full. A licence to occupy was granted in respect of Units 8,9 and 10 Willesborough Industrial Park, Willesborough, Ashford, Kent TN24 0TD for a period of one month whilst the assets are moved to a new location or negotiations with the landlord of the property commenced.

The Sale is not part of a wider transaction.

Connected Person Transactions

As the Sale was not to a connected person (as defined by Paragraph 60A(3) of Schedule B1 to the Insolvency Act 1986), an evaluator's report on the proposed sale was not required. In addition, I confirm that a viability statement has not been prepared.

Appendix V**Estimated Financial Position as at 20 June 2022****A - Summary of Assets**

Assets	Book Value £	Estimated to Realise £
Assets subject to a fixed charge		
Goodwill	NIL	3,770.00
Business Intellectual Property Rights	NIL	10,000.00
Less: Tom Fison Clarke		(366,245.00)
		0.00
Assets subject to a floating charge		
Machinery, Tooling and Furniture	20,650.00	27,500.00
Stock	7,200.00	7,500.00
IT Systems	-	5,000.00
Business contracts	-	1.00
Sellers Records	-	1.00
		40,002.00
Assets not specifically pledged		
Cash at Bank	28,349.00	28,349.00
Euro Account	3,968.00	3,968.00
Dollar account	5,944.00	5,944.00
Debtors (general provision of 25% in liquidation)	5,000.00	4,000.00
Surplus from HP Asset	11,613.56	0.00
		42,261.00
Estimated total assets available for preferential creditors		82,263.00

A1 - Summary of liabilities

	Estimated to Realise £
Estimated total assets available for preferential creditors (carried from A)	82,263.00
Liabilities	
Preferential creditors:	
Employees (4)	(3,200.00)
Total Preferential Claim	(3,200.00)
Estimated deficiency/surplus as regards preferential creditors:	79,063.00
Secondary preferential creditors:	
HMRC (PAYE)	(3,000.00)
Total secondary preferential claim	(3,000.00)
Estimated deficiency/surplus as regards secondary preferential creditors	76,063.00
Estimated total assets available for floating charge holders	76,063.00
Debts secured by floating charges	(361,823.00)
Estimated deficiency/surplus of assets after floating charges	(285,760.00)
Total assets available to unsecured creditors	(285,760.00)
Unsecured claims (excluding any shortfall to floating charge holders):	
Excess Employees Wages	(2,247.00)
Landlord	(12,000.00)
Bounce Back Loan	(44,000.00)
Director Current Account	(35,620.00)
Trade Creditors	(28,448.25)
Total Unsecured Creditors	(120,068.25)
Estimated surplus/deficiency as regards unsecured creditors	(405,828.25)
Issued and called up capital	
Ordinary Shares	(13,937.00)
Estimated total deficiency/surplus as regards members	(419,765.25)

B - Company Creditors

Name of Creditor	Address (with postcode)	Amount of debt (£)	Details of any security held by creditor	Date security given	Value of security (£)
Action Bright Steel Ltd	Gordon Road, The Causeway, Staines, Middlesex, TW18 3BG	854.42			
Baker Coatings	Unit 2, Barton Farm Industrial Estate	411.00			
Barclays Bank PLC	1 Churchill Place, London, E14 5HP	44,000.00			
Beam Industrial Fasteners Ltd	Bonham Drive, Eurolink Industrial Estate, Sittingbourne, Kent, ME10 3RY	109.49			
Belleville Springs Limited	Arthur Street, Lakeside, Redditch, Worcestershire B98BJ	411.90			
Clean Machine Garage & Industrial Services	Bridge Industrial Estate, Wharf Road, Maidstone, Kent ME15 6RR	636.00			
Cutwel Limited*	Unit A Riverside Dr, Cleckheaton BD19 4DH	1.00			
Dunedin Industrial Income Limited	PO Box 60, Carinthia House, 9-12 The Grange, St Peter Port, Guernsey, GY1 4BF	12,000.00			
Eco San*	Unit 1, Hilton Business Centre, Kingsnorth Industrial Estate, Wotton Road, Ashford, Kent, TN23 6LL	1.00			
Fynridge Group Ltd	Unit 10/11 Storefast Estate, Park Corner Road, Bethsham, Kent, DA13 9LJ	11,250.72			
Guthring Limited/Estone Dr*	Eitone Dr	1.00			
HM Revenue & Customs - PAYE/NIC	Debt Management - EIS C	3,000.00			
Hoffman UK Ltd	GEE Business Centre, Holborn Hill, Birmingham, B7 5JR	179.56			
InXpress*	The Mill and Mix, Filston Farm, Filston Lane, Sevenoaks, Kent, TN14 5JU	1.00			
Kent Bearings	Unit 14-15 Willesborough Industrial Park, Kennington Road, Ashford, Kent, TN24 OTD	1,064.40			
Kent Invicta Chamber of Commerce*	Ashford Business Point, Waterbrook Avenue, Sevington, Ashford, Kent, TN24 0LH	1.00			
Kite Packaging	186 Torrington Avenue, Coventry, West Midlands, CV4 9AJ	1,558.96			
Melform Limited	Unit 1, 106 Fitzwalter Road, Sheffield, South Yorkshire, S2 2SP	804.00			
MSC Industrial Supply*	7 Pacific Avenue, Wednesbury, West Midlands, WS10 7WP	1.00			
Mubea Tellerfedern GmbH	34, Im Kirdorf, 57567 Daaden, Germany	1,760.00			
NBS (Northern Broaching Services)	Marian Building, 2 Bury Rd, Radcliffe, Manchester, M26 2UU	2,452.80			
Nicola Brentnall		35,620.00			
Norelem Normelemente GmbH & Co. KG	1 Devon Way, Innovation Centre, Longbridge, West Midlands, B31 2TS	131.57			
Proper Finance PLC	Unit 5, Langstone Business Village, Langstone Park, Langstone, Newport NP18 2LH	1,375.06			
R J Swain Engineering Services Ltd	Unit 3, Pennypot Industrial Estate, Dymchurch Road, Hythe, Kent, CT21 6PE	175.50			
Salisbury Investment Castings Ltd	Dinton Business Park, Catherine Ford Road, Dinton Salisbury, Wiltshire, SP3 5HZ	2,655.50			
Schunk Intec Limited*	3 Drakes Mews, Crownhill, Milton Keynes, MK8 0ER	1.00			
Smartest Energy*	Premium House, The Esplanade, Worthing, BN11 2BJ	1.00			
Smiths Metal Centres Limited	7 Argyl Road, Duke Park Industrial Estate, East Springfield, Chelmsford, Essex, CM2 6PY	293.40			
Tasman Industries	The Old Dairy, Rufford Road, Stourbridge, West Midlands, DY9 7NG	584.28			
Trident Waste Management Ltd	Woodacre, Mersham, Ashford, Kent, TN25 7JB	1.00			
Trimax Fabrications	Unit 5-6, North Close Business Centre, Shorncliffe, Folkestone, Kent, CT20 3UH	857.89			
Victory Cleaning*	Suite 2059 Kent Space, Letraset Building, Wotton Road, Ashford, Kent, TN23 6LN	1.00			
Wyse Oil Ltd	Honeysuckle House, Canterbury Road, Charing, Ashford, Kent, TN27 0EX	118.80			
Totals		122,315.25			

*The records of the Company do not include the amount owed to this creditor, therefore a nominal £1 claim has been entered. This does not prejudice the creditor's right to lodge a claim in the Administration for the amount due per the creditor's records.

C - Company Creditors (Employees, Former Employees & Consumer Claiming Amounts Paid in Advance for the Supply of Goods and Services)

Name of Creditor	Address (with postcode)	Creditor Type	Amount of debt (£)	Details of any security held by creditor	Date security given	Value of security (£)
1. ABC COMPANY	123 MAIN STREET, LONDON, E1 1AA	Employee	1,607.00			
2. DEF COMPANY	456 HIGH STREET, LONDON, W1 1AA	Employee	1,068.00			
3. GHI COMPANY	789 VICTORIA ROAD, LONDON, N1 1AA	Employee	1,758.00			
4. JKL COMPANY	101 CANNON STREET, LONDON, E1 1AA	Employee	1,014.00			
Totals			5,447.00			

C - Company Members

Name of shareholder or	Address (with postcode)	Type of Share	Nominal Value	No. of shares	Amount per share called up (£)	Total Amount Called Up (£)
Mr Tom Fison Clarke	100, The Green, Bournemouth, Dorset, BH1 1AA	Employee	0.01	1,393,700.00	0.01	13,937.00
Totals			0.01	1,393,700.00	0.01	13,937.00

Schedule of Secured Creditors

Secured Creditors

Secured creditor's name and address	Amount of claim (estimated)	Details of security	Date security was given	Value of security (per Statement of Affairs)
The Estate of Tom Fison Clarke	£366,245	Fixed and floating charges over the undertaking and all property and assets present and future including goodwill, book debts, uncalled capital, buildings, fixtures, fixed plant and machinery.	30 June 1997	£366,245

Appendix VI

**Kineteco International Limited
Receipts and Payments Account
From 20 June to 23 June**

S of A £		£
RECEIPTS		
Fixed Charge Assets		
-	Goodwill	NIL
-	Business Intellectual Property Rights	NIL
Floating Charge Assets		
20,650.00	Plant and Machinery	NIL
7,200.00	Stock	NIL
-	IT System	NIL
-	Business Contracts	NIL
-	Seller's Records	NIL
Uncharged Assets		
28,349.00	Cash at Bank	NIL
3,968.00	Euro Account	NIL
5,944.00	Dollar Account	NIL
5,000.00	Debtors	NIL
11,613.56	Surplus from HP Asset	NIL
<hr/>		<hr/>
82,724.56		NIL
PAYMENTS		
		NIL
		NIL
CASH IN HAND		
		NIL

Notes

As reported in the proposals, the sale proceeds from the sale totalling £53,772 are presently held in the solicitors client account, and will be paid across upon set up of the estate bank account.

Kineteco International Limited
Comparative Estimated Outcome Statement
As at 23 June 2022

	Notes	Book Value £	Administration £
Assets Specifically Pledged			
Fixed Charge Assets			
Goodwill		0.00	3,770.00
Business Intellectual Property Rights		0.00	10,000.00
Less Costs of dealing with Fixed Charge assets	1	0.00	(6,214.00)
Tom Fison Clarke		(366,245.00)	(366,245.00)
Estimated Shortfall to Tom Clarke		(366,245.00)	(358,689.00)
HP Assets			
Haas VM3		77,500.00	65,000.00
Propel Finance		(65,886.44)	(65,866.00)
Balance due/surplus to uncharged asset		11,613.56	(866.00)
Floating Charges Assets			
Machinery, Tooling and Furniture		20,650.00	27,500.00
Stock		7,200.00	7,500.00
IT Systems		0.00	5,000.00
Business contracts		0.00	1.00
Sellers Records		0.00	1.00
Total Assets Available for Floating Charge Creditor (Tom Clarke)		27,850.00	40,002.00
Assets Not Specifically Pledged			
Cash at Bank	2	28,349.00	28,349.00
Euro Account	3	3,968.00	3,968.00
Dollar account	4	5,944.00	5,944.00
Debtors (general provision of 25% in liquidation)	5	5,000.00	4,000.00
Surplus from HP Asset		11,613.56	0.00
Total Assets Not Specifically Pledged		44,463.56	82,263.00
Less Costs (Excl VAT)			
Pre Appointment Administration Fee	6		(6,680.00)
Pre Appointment Legal Fees	7		(1,954.00)
Pre Appointment Agent's Fees	8		(3,265.00)
Administrators' Fees			(35,003.00)
Validity Review			(1,500.00)
Debt Collection fee			(1,000.00)
Pension Services			(1,500.00)
Administrators' expenses			(2,000.00)
Total			(52,902.00)
Estimated funds available for preferential creditors		44,463.56	29,361.00
LIABILITIES			
Preferential Creditors			
Arrears of Wages/holiday pay	9	0.00	(3,200.00)
HMRC - PAYE/NIC		(3,000.00)	(3,000.00)
Net funds available for Floating charge creditor		41,463.56	23,161.00
Floating Charge Holders			
Amount owing to Tom Clark		(366,245.00)	(358,689.00)
Estimated surplus /(deficiency) as regards Tom Clarke		(324,781.44)	(335,528.00)
Prescribed part funds available to unsecured creditors	#	0.00	0.00
Estimated funds available for unsecured creditors		0.00	0.00
Unsecured Creditors			
Excess employee Wages		0.00	(2,247.00)
Trade Creditors		(30,695.25)	(30,695.25)
Director Current Account		(35,620.00)	(35,620.00)
Landlord	11	(12,000.00)	(12,000.00)
Barclays Bank PLC Bounce Back Loan		(44,000.00)	(44,000.00)
Total Unsecured Creditors		(122,315.25)	(122,315.25)
Estimated shortfall to unsecured creditors		(122,315.25)	(122,315.25)
Dividend to Unsecured Creditors (p/£)		0.00	0.00

Notes

- Split on pre cost for fixed charge costs (total sale £13,770/£53,772 = 25.61%) Pre costs £24,263 * 25.61% = £6,213.75
- On the assumption the bank will not offset the cash at bank held on appointment in respect of the bounce back loan balance of £44,000
- Funds in euro account €4,641.35 converted to £ on 17/06/22
- Funds in dollar account \$7315.49 converted to £ on 17/06/22
- A small allowance off 25% has been written off for the purpose of the figures
- After initial payment of £3,000 plus VAT at pre stage & less fixed charge cost allocation
- After payments of £2,500 to RWK & £2,500 plus VAT to Thackray at pre stage & less fixed charge cost allocation
- After payment of £2,500 to Hilco at pre stage & less fixed charge cost allocation
- Figure drawn after RPO calculations
- No prescribed part as pre 2003 charge
- This does not include dilapidations and future rent

Appendix VIII: The Joint Administrators' Fees Estimate

Please note that this estimate reflects the work undertaken and time anticipated to be incurred for the full period of the Administration and thus it includes the time already incurred, details of which are provided in Appendix IX.

The Fees Estimate has been compiled on the following assumptions

- the Joint Administrators' initial investigations will not identify any matters that require further investigations or pursuit;
- no exceptional work will be required to realise the remaining assets and collect the book debts.
- there will be no requirement to hold a physical creditors' meeting or additional decision procedure to consider the matters covered by the Joint Administrators' Proposals; and
- there will be no need to extend the Administration.
- The secured and preferential will agree the proposals and the basis of the Administrators remuneration and the pre-administration costs negating the need to apply to Court for resolution.

On these assumptions, the Joint Administrators do not anticipate that it will be necessary to seek additional approval from the relevant creditors for fees in excess of the Fees. However, in the event that the Administration does not proceed as envisaged, the Joint Administrators will seek approval for any fees in addition to those estimated that they wish to draw from the insolvent estate.

General Description	Includes	Estimate of No. of Hours	Estimated blended hourly rate (£)	Estimate of total
Administration (including statutory reporting)		60.60	237.75	£14,407.50
Statutory/advertising	Filing and advertising to meet statutory requirements			
Document maintenance/file review/checklist	Filing of documents Periodic file reviews, including ethical, anti-money laundering and anti-bribery matters Maintenance of statutory and case progression task lists/diaries Updating checklists			
Bank account administration	Preparing correspondence opening and closing accounts Requesting bank statements Bank account reconciliations Maintenance of the estate cash book Banking remittances and issuing cheques/BACS payments			
Planning / review	Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case			
Books and records / storage	Sending case files to storage			
Creditor reports	Preparing six month progress reports, final account, investigation and general reports to creditors			

General Description	Includes	Estimate of No. of Hours	Estimated blended hourly rate (£)	Estimate of total
Investigations		33.70	242.21	£8,162.50
SIP 2 review	Where the following tasks have not been completed in the Administration: Correspondence to request information on the company's dealings, Reviewing questionnaires submitted by creditors and directors if any Reconstruction of financial affairs of the company Reviewing company's books and records			
Statutory reporting on conduct of director(s)	Liaising with Insolvency Service			
Realisation of Assets		20.40	240.07	£4,897.50
Sale of Business as a Going Concern	Where the following tasks have not been completed in the Administration: Surrender of lease (where appropriate) Recovering the sale proceeds held on the solicitors account.			
Freehold/Leasehold Property	Where the following tasks have not been completed in the Administration: Dealing with the license to occupy Agreeing assignment, surrender			
Debtors	Where the following tasks have not been completed in the Administration: Collecting supporting documentation Correspondence with debtors Reviewing and assessing debtors' ledgers Liaising with debt collectors Agreeing debt collection agency agreements Dealing with disputes, including communicating with directors/former staff			
Leasing	Liaising with owners/lessors			
cash at bank,	Liaising with bank(s) to recover cash at bank			
Creditors (claims and distributions)		30.10	250.33	£7,535.00
Creditor Communication	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via email and post Assisting employees to pursue claims via the RPO			
Processing proofs of debt	Preparation of correspondence to potential creditors inviting submission of POD Receipt of POD			
Dividend procedures	Agreeing allocation of realisations and costs between fixed and floating charges Paying distribution to secured creditors			

General Description	Includes	Estimate of No. of Hours	Estimated blended hourly rate (£)	Estimate of total
	Paying a distribution to preferential/secondary preferential creditors The process below will need to be applied for each class of creditor paid: Preparation of correspondence to creditors advising of intention to declare distribution Advertisement of notice of intended distribution Preparation of distribution calculation Preparation of correspondence to creditors announcing declaration of distribution Preparation of cheques/BACS to pay distribution Preparation of correspondence to creditors enclosing payment of distribution Seeking unique tax reference from HMRC, submitting information on PAYE/NI deductions from employee distributions and paying over to HMRC Dealing with unclaimed dividends When paying the secondary preferential creditor the adjudication of HMRC's secondary preferential claim, may involve bringing the Company's preferential tax affairs up to date			
Liquidation Committee	No estimate has been provided, as it has been assumed that no Committee will be established			
Total		144.80	241.73	£35,002.50

Administration (including Statutory Reporting)

The Joint Administrators are required to meet a considerable number of statutory and regulatory obligations. Whilst many of these tasks do not have a direct benefit in enhancing realisations for the insolvent estate, they assist in the efficient and compliant progressing of the administration, which ensures that the Joint Administrators and their staff carry out their work to high professional standards.

Investigations

At present, the Joint Administrators' investigations are ongoing and it is not yet clear whether any matters will be identified with the potential to generate additional recoveries for the insolvent estate. At this early stage, it is difficult to estimate the likely time costs and expenses that may be incurred in carrying out a detailed exploration and pursuit of any questionable matters. The Fees and Expenses Estimates reflect the anticipated work in carrying out basic investigations in order to identify any potential causes of action. If any are identified and the Joint Administrators consider that additional work is required in order to generate a net financial benefit for creditors, they may revert to the relevant creditors to seek approval for fees in excess of the estimate.

Realisation of assets

The receipts and payments account at Appendix VII sets out the realisations achieved to date and the Estimated Outcome Statement at Appendix VI sets out the total anticipated realisations and the financial benefit that this work is expected to generate for creditors. In brief, the following main tasks are yet to be completed:

- Sale of business and assets: collecting the sale consideration from the lawyers account
- Leasehold property: monitoring the purchaser's licence to occupy and assisting to arrange an assignment or surrender of the lease
- Book debts: requesting and reviewing documentation and pursuing outstanding book debts and if thought necessary instruct a debt collection agent if the payment of the book debts become protracted.
- Cash at bank: continuing to pursue the Company's bank to release payment

Creditors (claims and distributions)

Irrespective of whether sufficient realisations are achieved to pay a dividend to preferential or secondary preferential or unsecured creditors, time will be spent in dealing with creditors' queries and issuing statutory reports to creditors. [In addition, as a dividend to preferential and secondary preferential creditors is anticipated, time will be spent adjudicating on those creditors' claims to ensure that the funds are distributed in accordance with each creditor's statutory entitlement.

It should be noted that we do not expect any creditors to claim Retention of Title against stock held. If creditors do have a claim, additional time will be spent in this regard and a fee increase may be sought to ensure creditors are treated fairly and recover stock or are paid for that stock if legally entitled.

Appendix IX: Breakdown of the Joint Administrators' Time Costs

Between 20 June 2022 and 26 June 2022

Classification of work function	Partner/Director	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost	Average Hourly Rate
Administration & Planning	2.80	7.70	11.50	0.50	22.50	5,752.50	255.67
Investigations	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Realisation of Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors	0.20	0.00	0.40	0.00	0.60	175.00	291.67
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Pre Appointment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Forensics	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total hours	3.00	7.70	11.90	0.50	23.10		
Time costs	1,275.00	1,925.00	2,677.50	50.00		5,927.50	
Average hourly rate	425.00	250.00	225.00	100.00			256.60

Description	Total Incurred £	Total Recovered £
	0.00	0.00
Totals	0.00	0.00

Summary of Fees

Time spent in administering the Assignment	Hours	23.10
Total value of time spent to 26 June 2022	£	5,927.50
Total Joint Administrators' fees charged to 26 June 2022	£	0.00

Appendix X: Charge-out Rates and Expenses Policy

Time recording

Work undertaken on cases is recorded in 6-minute units in an electronic time recording system. Time properly incurred on cases is charged at the hourly rate of the grade of staff undertaking the work that applies at the time the work is done. The current hourly charge out rates are:

Staff	Charge out rates £ per hour
Partner	375-425
Senior Manager/ Director	275-350
Assistant Manager/Manager	250-300
Junior Administrator/Administrator/ Senior Administrator	150-225
Cashier	150
Secretarial/Administration support staff	100

Expense recovery

Expenses are categorised as either Category 1 or Category 2.

Category 1 expenses will generally comprise of external parties which will include the supplies of incidental services specifically identifiable to the case. Where these have initially been paid by Opus Restructuring LLP and then recharged to the case, approval from creditors is required and are identified as Category 2 expenses. The amount recharged is the exact amount incurred.

Examples of Category 1 expenses include but are not limited to case advertising, invoiced travel, agents' costs and expenses, solicitors' fees and expenses, external room hire, bank charges, Insolv case management charge and properly reimbursed expenses incurred by personnel in connection with the case (including business mileage up to the HMRC approved rate for cases commenced before 1 November 2011). Also included will be services specific to the case where these cannot practically be provided internally such as printing, room hire and document storage.

Category 2 expenses include elements of shared or allocated costs incurred by Opus and are recharged to the estate; they are not attributed to the estate by a third party invoice and they do not include a profit element. These disbursements are recoverable in full, subject to the basis of the disbursement charge being approved by creditors in advance. Examples of Category 2 expenses are photocopying, all business mileage (for cases commencing on or after 1 November 2011). Payment of Category 2 expenses require the approval of creditors.

Examples of the current levels of Category 2 expenses recovered by Opus Restructuring LLP are as follows:

Postage	The current royal mail postage rates
Business mileage per mile	£0.45

* The costs recharged are based upon the actual cost of the materials used or the costs which would have been incurred if that service had been sourced externally.

Appendix XI: The Joint Administrators' Expenses Estimate

Please note that this estimate reflects the expenses anticipated to be incurred for the full period of the Administration and thus it includes expenses already incurred, details of which are provided elsewhere in this document.

Category 1 Expenses	Basis	Estimate of total
Legal costs Thackray Solicitors providing advice in respect of validity of security	Time-costs/CFA	£1,500
Agent costs Hillco – valuation and sale of business	Time cost basis	£5,250
Legal Cost Thackray Solicitors work on the Asset Purchase Agreement	Time cost basis	£1,000
Legal Cost RWK solicitors completing Appointment documentation	Time Cost basis	£850
Rates Refund CAPA to review business rates to determine if a refund is due	25% of realisations	Uncertain
Debt Collection Town & County to collect any residual debtors	25% of realisations	£1,000
Advertising		£298
Pension specialists Clumber Consultancy: performing initial pension review and advising where pension specific matters may arise.		£1,500
Bond premium		£160
Document storage		£100
Case management software and website document access		£185
HM Land Registry		£15
Insurance		£200
Printing and postage		£100
Total		£12,158

Category 2 Expenses	Basis	Estimate of total
Total		£0

Appendix XII: Summary of the Joint Administrators' Proposals

In order to achieve the purpose of the Administration, the Joint Administrators formally propose to creditors that:

- The Joint Administrators continue to manage the property of the Company in order to achieve the purpose of the Administration, in particular that:
 - (i) They recover any remaining assets not included in the sale to Hatraco UK Limited
 - (ii) they investigate and, if appropriate, pursue any claims that the Company may have against any person, firm or company, whether in contract or otherwise, including any officer or former officer of the Company or any person, firm or company that supplies or has supplied goods or services to the Company; and
 - (iii) they do all such things and generally exercise all their powers as Joint Administrators as they consider desirable or expedient at their discretion in order to achieve the purpose of the Administration or protect and preserve the assets of the Company or maximise the realisations of those assets, or of any purpose incidental to these activities.
- The Joint Administrators make distributions to any secured or preferential creditors in accordance with Paragraph 65 of Schedule B1 of the Act. Further, they may make a distribution to unsecured creditors, having first sought the court's permission in accordance with Paragraph 65(3) of Schedule B1 of the Act where necessary.
- The Joint Administrators end the Administration in one of the following ways, appropriate to the circumstances of the case at the time
 - (i) in the event that there is no remaining property that might permit a distribution to the Company's creditors, they shall file a notice of dissolution of the Company pursuant to Paragraph 84 of Schedule B1 of the Act; or
 - (ii) however, in the unlikely event that the Joint Administrators think that a distribution will be made to unsecured creditors (and they have not sought the court's permission, and are otherwise unable, to pay the distribution whilst the Company is in Administration), they shall send to the registrar of companies notice to move the Company from Administration to Creditors' Voluntary Liquidation. In such circumstances, Joanne Kim Rolls and Adrian Paul Dante will be appointed Joint Liquidators and will be authorised to act either jointly or separately in undertaking their duties as Liquidator. Creditors may nominate a different person or persons as the proposed liquidator or liquidators in accordance with Paragraph 83(7)(a) of Schedule B1 of the Act and Rule 3.60(6)(b) of the Rules, but they must make the nomination or nominations at any time after they receive the Statement of Proposals, but before it is approved. Information about the process of approval of the Statement of Proposals is set out at Section 10; or
 - (iii) alternatively, and should there be no likely funds to distribute to unsecured creditors, the Joint Administrators may seek to place the Company into Compulsory Liquidation in order to bring proceedings that only a Liquidator may commence for the benefit of the estate. In such circumstances, Joanne Kim Rolls and Adrian Paul Dante may ask the court that they be appointed Joint Liquidators, to act either jointly or separately in undertaking their duties as Liquidator; or

Appendix XIII: Decision Process Documents

NOTICE OF DECISION PROCEDURE BY VIRTUAL MEETING

Company Name: Kineteco International Limited (In Administration) ("the Company")
Company Number: 03394741 In the Business & Property Courts in Birmingham Insolvency and Companies List (ChD) Reference No. 001664

This Notice is given under Rules 3.39 and 15.8 of the Insolvency (England & Wales) Rules 2016 ("the Rules"). It is delivered by the Joint Administrator of the Company, Joanne Kim Rolls, of Opus Restructuring LLP, 4th Floor, Euston House, 24 Eversholt Street, London, NW1 1DB (telephone number 020 3326 6454), who was appointed by Appointed by Company/Directors.

Creditors are invited to attend a virtual meeting for the purposes of considering the following (for the full wording of proposed decisions, see the proxy form):

1. The establishing of a Creditors' Committee, if sufficient nominations are received by 14 July 2022 and those nominated are willing to be members of a Committee
2. The basis of the Joint Administrators' fees
3. The approval of the unpaid pre-Administration costs
4. The approval of the Joint Administrators' Category 2 expenses
5. The timing of the Joint Administrators' discharge

The meeting will be held as follows:

Time: 10:00 AM
Date: 15 July 2022
Venue: Virtual Meeting (Microsoft Teams)

Please contact the Joint Administrator (details below) to receive instructions on how to access the virtual meeting, which will be held via the online conferencing platform.

This virtual meeting will be recorded using both video and audio in order to establish and maintain records of the existence of relevant facts or decisions that are taken at the meeting. By attending this meeting, you consent to being recorded including recordings of your facial image. Where any recording of the meeting also entails the processing of personal data, such personal data shall be treated in accordance with the Data Protection Act 2018.

The meeting may be suspended or adjourned by the chair of the meeting (and must be adjourned if it is so resolved at the meeting).

Also provided is a proxy form to enable creditors to appoint a proxy-holder to attend on their behalf (note: any creditor who is not an individual must appoint a proxy-holder, if they wish to attend or be represented at the meeting).

All proxy forms, together with a proof of debt if one has not already been submitted, must be completed and returned to the Joint Administrator by one of the methods set out below:

By post to: Opus Restructuring LLP, 4th Floor, Euston House, 24 Eversholt Street, London, NW1 1DB
By fax to: 020 3691 1570
By email to: micah.wright@opusllp.com

Please note that, if you are sending forms by post, you must ensure that you have allowed sufficient time for the forms to be delivered to the address above by the times set out below. Unless the contrary is shown, an email is treated as delivered at 9am on the next business day after it was sent.

All proofs of debt must be delivered by: 4pm on 14 July 2022

All proxy forms must be delivered to the convener or chair before they may be used at the meeting fixed for 10am 15 July 2022.

If the Joint Administrator has not received a proof of debt by the time specified above (whether submitted previously or as a result of this Notice), that creditor's vote will be disregarded. Any creditor whose debt is treated as a small debt in accordance with Rule 14.31(1) of the Rules must still deliver a proof if the creditor wishes to vote. A creditor who has opted out from receiving notices may nevertheless vote if the creditor also provides a proof by the time set out above.

Creditors who meet one or more of the statutory thresholds listed below may, within 5 business days from the date of the delivery of this Notice, require a physical meeting to be held to consider the matter.

Statutory thresholds to request a meeting:	10% in value of the creditors
	10% in number of the creditors
	10 creditors

Creditors who have taken all steps necessary to attend the virtual meeting under the arrangements made by the convener, but that do not enable them to attend the whole or part of the meeting, may complain under Rule 15.38 of the Rules. A complaint must be made as soon as reasonably practicable and in any event no later than 4pm on the business day following the day on which the person was, or appeared to be, excluded; or where an indication is sought under Rule 15.37, the day on which the complainant received the indication.

A creditor may appeal a decision by application to the court in accordance with Rule 15.35 of the Rules. Any such appeal must be made not later than 21 days after the Decision Date.

Invitation to Form a Committee

Creditors are invited to nominate creditors (which may include themselves) by completing the relevant section on the proxy form and returning it to the Joint Administrator.

All nominations must be delivered by: 4pm on 14 July 2022.

Nominations can only be accepted if the Joint Administrator is satisfied as to the nominated creditor's eligibility under Rule 17.4 of the Rules. For further information on the role of Creditors' Committees, go to: <http://thecompliancealliance.co.uk/cglc.pdf>.

Signed:



Joanne Kim Rolls
Joint Administrator
Convener

Dated: 27 June 2022

The Insolvency Act 1986

Proxy (administration)

In the matter of Kineteco International Limited

and

in the matter of the Insolvency Act 1986

Notes to help completion of the form

Please give full name and address for communication

Name of creditor _____

Address _____

Please insert name of person or "chair of the meeting". If you wish to provide for alternative proxy-holders in the circumstances that your first choice is unable to attend please state the names of the alternatives as well

Name of proxy-holder

1. _____

2. _____

3. _____

Please delete words in brackets if the proxy-holder is only to vote as directed i.e. he has no discretion

I appoint the above person to be the principal's proxy-holder at [the meeting of creditors/members/contributories of the above Company to be held on or at any adjournment of that meeting].

or

[all meetings in the above Insolvency proceeding relating to the above company]

The proxy-holder is to propose or vote as instructed below (and in respect of any resolution for which no specific instruction is given, may vote or abstain at his/her discretion).

Voting instructions for resolutions:

SEE ATTACHED SHEET

This form must be signed

Signature _____ **Dated** _____

Name in CAPITAL LETTERS _____

Only to be completed if the creditor has not signed in person

Position with creditor or relationship to creditor or other

authority for signature: _____

Are you the sole member/shareholder of the creditor?

Yes / No

This proxy may be completed with the name of the person or the chair of the meeting who is to be the proxy-holder.

Proxy (administration) (continued)

Kineteco International Limited (In Administration)

Name of creditor _____

Voting instructions for resolutions:

1.	That a Creditors' Committee be established if sufficient nominations are received by 14 July 2022 and those nominated are willing to be members of a Committee. I nominate the following creditor to be a member of a Creditors' Committee <u>and they have confirmed that they are willing to act:</u> _____	*For / Against
2.	That the Joint Administrators' fees be fixed by reference to the time given by them and their staff in attending to matters arising in the Administration, such time to be charged at the hourly charge out rate of the grade of staff undertaking the work at the time it was undertaken.	*For / Against
3.	That the unpaid pre-Administration costs set out in the Joint Administrators' Proposal be approved.	*For / Against
4.	That the Joint Administrators be authorised to discharge all Category 2 expenses, calculated on the bases detailed in Opus Restructuring LLP's summary.	*For / Against
5.	That the Joint Administrators be discharged from liability in respect of any action undertaken by them pursuant to Paragraph 98 of Schedule B1 of the Act, such discharge to take effect when the appointment of Joint Administrators ceases to have effect, as defined by the Act, unless the court specifies a time.	*For / Against

*** Please delete as applicable to indicate your voting instructions**

PROOF OF DEBT - GENERAL FORM

Kineteco International Limited (in Administration)

Date of Administration: 20 June 2022

	DETAILS OF CLAIM	
1.	Name of Creditor (if a company, its registered name)	
2.	Address of Creditor (i.e. principal place of business)	
3.	If the Creditor is a registered company: <ul style="list-style-type: none"> For UK companies: its registered number For other companies: the country or territory in which it is incorporated and the number if any under which it is registered The number, if any, under which it is registered as an overseas company under Part 34 of the Companies Act 	
4.	Total amount of claim, including any Value Added Tax, as at the date of administration, less any payments made after this date in relation to the claim, any deduction under R14.20 of the Insolvency (England & Wales) Rules 2016 and any adjustment by way of set-off in accordance with R14.24 and R14.25	£
5.	If the total amount above includes outstanding uncapitalised interest, please state	YES (£) / NO
6.	Particulars of how and when debt incurred	
7.	Particulars of any security held, the value of the security, and the date it was given	
8.	Details of any reservation of title in relation to goods to which the debt relates	
9.	Details of any document by reference to which the debt can be substantiated. [The administrator may call for any document or evidence to substantiate the claim at his discretion.]	
10.	Give details of whether the whole or any part of the debt falls within any (and if so which) of the categories of preferential debts under section 386 of, and schedule 6 to, the Insolvency Act 1986	Category Amount(s) claimed as preferential £
11.	If you wish any dividend payment that may be made to be paid in to your bank account please provide BACS details. Please be aware that if you change accounts it will be your responsibility to provide new information	Account No.: Account Name: Sort code:

AUTHENTICAIATION	
Signature of Creditor or person authorised to act on his behalf	
Name in BLOCK LETTERS	JOANNE KIM ROLLS
Date	27 June 2022
If signed by someone other than the Creditor, state your postal address and authority for signing on behalf of the Creditor	
Are you the sole member of the Creditor?	YES / NO

Appendix XIV

NOTICE OF GENERAL USE OF WEBSITE

Company Name: Kineteco International Limited (In Administration) ("the Company")

Company Number: 03394741 In the Business & Property Courts in Birmingham Insolvency and Companies List (ChD) Reference No. 001664 of 2022

This Notice is given under Rule 1.50 of the Insolvency (England & Wales) Rules 2016 ("the Rules"). It is delivered by the Joint Administrator of the Company, Joanne Kim Rolls, of Opus Restructuring LLP, 4th Floor, Euston House, 24 Eversholt Street, London, NW1 1DB (telephone number 020 3326 6454), who was appointed by Appointed by Company/Directors.

Accessing documents

The Joint Administrator has chosen to deliver all future documents (other than those listed below) to members and creditors by making them available for viewing and downloading on the website set out below:

Website:	www.opusllp.com
Username:	Opus
Password:	497c6223

Documents will be uploaded to this website without further notice to members and creditors and the Joint Administrator will not be obliged to deliver any such documents to any recipient of this notice unless it is requested.

Requesting hard copies

Recipients of this notice may at any time request a hard copy of any or all of the following:

- (i) documents currently available for viewing on the website; or
- (ii) future documents that may be made available there.


To request one or more hard copies, contact Micah Wright by one of the following methods:

Telephone:	020 3326 6454
Email:	micah.wright@opusllp.com
By post:	Opus Restructuring LLP, 4th Floor, Euston House, 24 Eversholt Street, London, NW1 1DB

Documents that will not be uploaded to the website

The following documents will not be uploaded to the website, but instead will be delivered by post or by email as required:

- (i) a document for which personal delivery is required;
- (ii) a notice under rule 14.29 of the Insolvency (England & Wales) Rules 2016 of intention to declare a dividend; and
- (iii) a document which is not delivered generally.

Signed:  _____ Dated: 27 June 2022
Joanne Kim Rolls
Joint Administrator

Documents that are likely to be uploaded to the website

In an Administration, the following reports and notices are generally issued:

Document	Approximate timescale (from commencement of Administration)
Notice of Appointment	1 week
Statement of Proposals	1 Week
Notice of Creditors' Decision or of Deemed Approval of the Proposals	4 weeks
Progress Report	7 months
Request for an Extension to the Administration (where necessary)	11 months
Notice of Extension of Period of Administration (where granted)	12 months
Final Progress Report (where no extension has been granted)	12 months
Progress Reports (where an extension has been granted)	13 and 19 months
Final Progress Report (unless a further extension is granted by the court)	24 months

Appendix XV

OPTING OUT OF RECEIVING DOCUMENTS

The consequences of opting-out

As advised, most future documents will not be sent to creditors by post. Nevertheless, the Joint Administrators are required to inform creditors of their rights to opt out of receiving documents.

Creditors have the right to elect to opt out of receiving further documents about the insolvency proceeding unless:

- (i) the Insolvency Act 1986 requires a document to be delivered to all creditors without expressly excluding opted-out creditors;
- (ii) it is a notice relating to a change in the office-holder or the office-holder's contact details; or
- (iii) it is a notice of a dividend or proposed dividend or a notice which the court orders to be sent to all creditors or all creditors of a particular category to which the creditor belongs.

Opting-out will not affect the creditor's entitlement to receive dividends should any be paid to creditors.

Unless the Insolvency (England & Wales) Rules 2016 provide to the contrary, opting-out will not affect any right the creditor may have to vote in a decision procedure or a participate in a deemed consent procedure in the proceedings although the creditor will not receive notice of it.

A creditor who opts out will be treated as having opted out in respect of any consecutive insolvency proceedings of a different kind in respect of the same company.

How to opt out

A creditor may at any time elect to be an opted-out creditor.

The creditor's election to opt out must be by a notice in writing authenticated and dated by the creditor.

The creditor must deliver the notice to the Joint Administrator (details below).

How to opt back in

The creditor may at any time revoke the election to opt out by a further notice in writing, authenticated and dated by the creditor and delivered to the Joint Administrator (details below).

Contact details

The Joint Administrators' contact details are as follows:

Joanne Kim Rolls and Adrian Paul Dante
020 3326 6454
micah.wright@opusllp.com
Opus Restructuring LLP, 4th Floor, Euston House, 24 Eversholt Street, London, NW1 1DB

Privacy Notice

The following information is provided to comply with the requirements of the General Data Protection Regulation.

This privacy statement describes why and how we collect and use personal data and provides information about individuals' rights. It applies to personal data provided to us, both by individuals themselves or by others. We may use personal data provided to us for any of the purposes described in this privacy statement or as otherwise stated at the point of collection.

Identity and contact details of the controller and where applicable, the controller's representative and the data protection officer	<p>Where an insolvency practitioner of Opus Restructuring LLP is not appointed as office holder, the data controller is either the company/individual on whose instructions Opus Restructuring LLP is acting or it is Opus Restructuring LLP. The contact details of Opus Restructuring LLP are: 4th Floor, Euston House, 24 Eversholt Street, London, NW1 1DB, 01908 087220, miltonkeynes@opusllp.com.</p> <p>Where an insolvency practitioner of Opus Restructuring LLP is appointed as office holder and the data processing is carried out as part of their statutory duties, the office holder(s) is/are the data controllers. The Insolvency practitioner(s) can be contacted at: Opus Restructuring LLP, 4th Floor, Euston House, 24 Eversholt Street, London, NW1 1DB, 01908 087220, miltonkeynes@opusllp.com.</p>
How we use your personal information	<p>The purpose for which personal information is processed may include any or all of the following:</p> <ul style="list-style-type: none">• deliver services and meet legal responsibilities• verify identity where this is required• communication by post, email or telephone• understand needs and how they may be met• maintain records• process financial transactions• prevent and detect crime, fraud or corruption• may also need to use data to defend or take legal actions related to the above
Lawful basis for the processing	<p>Most processing is carried out to comply with our legal obligations under statute and other regulatory obligations related to the insolvency process. We also believe our processing is for the legitimate interests of all stakeholders in the insolvency process, as they are entitled to be kept informed and may wish to engagement in the insolvency process. Where Opus Restructuring LLP has engaged with a client to perform a service, we will be required to process data to provide the service in accordance with the contractual terms.</p>
What personal information we hold	<p>The categories are: contact details, financial information and location. In rare cases, we may hold some special category data, e.g. trade union membership or information about individual's health, which will be necessary to administer the insolvency process in line with our legal obligations.</p>

<p>Who we share our data with</p>	<p>Personal data held by us may be transferred to:</p> <p>Other member firms and/or Other offices Details of our member firm/other office locations are available here www.opusllp.com. We may share personal data with other member firms/other offices where necessary for administrative purposes and to provide professional services to our clients.</p> <p>Third party organisations that provide applications/functionality, data processing or IT services to us We use third parties to support us in providing our services and to help provide, run and manage our internal IT systems. For example, providers of information technology, cloud based software as a service providers, identity management, website hosting and management, data analysis, data back-up, security and storage services. The servers powering and facilitating that cloud infrastructure are located in secure data centres around the world, and personal data may be stored in any one of them.</p> <p>Third party organisations that otherwise assist us in providing goods, services or information</p> <p>Auditors and other professional advisers</p> <p>Law enforcement or other government and regulatory agencies or to other third parties as required by, and in accordance with, applicable law or regulation Occasionally, we may receive requests from third parties with authority to obtain disclosure of personal data, such as to check that we are complying with applicable law and regulation, to investigate an alleged crime, to establish, exercise or defend legal rights. We will only fulfil requests for personal data where we are permitted to do so in accordance with applicable law or regulation.</p>
<p>How long we retain your personal information</p>	<p>We retain personal data for as long as is necessary to achieve the purpose listed above and for any other permissible related purpose. For example, we retain most records until the time limit for claims arising from the activities has expired or otherwise to comply with statutory or regulatory requirements regarding the retention of such records.</p>
<p>Your rights</p>	<p>The GDPR provides the following rights for individuals:</p> <p>Right to inform This privacy notice meets our requirement to inform you of our processing of your data.</p> <p>Access to personal data You have a right of access to personal data held by us as a data controller. This right may be exercised by contacting us at: Opus Restructuring LLP, 4th Floor, Euston House, 24 Eversholt Street, London, NW1 1DB, 01908 087220, miltonkeynes@opusllp.com. We will aim to respond to any requests for information promptly, and in</p>

	<p>any event within one month.</p> <p>Amendment of personal data To update personal data submitted to us, you may email us at miltonkeynes@opusllp.com or, where appropriate, contact us via the relevant website registration page or by amending the personal details held on relevant applications with which you registered.</p> <p>Rights that do not apply in these particular circumstances Not all of the rights under the GDPR are available as one of the reasons we are holding your data is on the basis of it being a legal obligation and therefore the right to erasure, data portability and to object do not apply.</p>
Right to withdraw consent	The data received was not based upon obtaining consent and therefore the right to withdraw consent does not apply.
Changes to our privacy statement	<p>We keep this privacy statement under regular review and will place any updates on our website. Paper copies of the privacy statement may also be obtained by writing to us at Opus Restructuring LLP, 4th Floor, Euston House, 24 Eversholt Street, London, NW1 1DB.</p> <p>Last updated September 2021.</p>
Complaints	<p>Should you want to complain about our use of personal data, please contact us at Opus Restructuring LLP, 4th Floor, Euston House, 24 Eversholt Street, London, NW1 1DB.</p> <p>You also have the right to lodge a complaint with the Information Commissioner's Office ("ICO") (the UK data protection regulator). For further information on your rights and how to complain to the ICO, please refer to the ICO website.</p>
Who provided the personal data	The personal data we have used to contact you was provided by the company/individual (or persons acting on their behalf) on whose instructions we are acting or in relation to which our insolvency practitioner has been appointed. We also access information from the Registrar of Companies and other similar public-access data providers.