

# LIQ03

## Notice of progress report in voluntary winding up



Companies House



### 1 Company details

Company number 0 5 0 2 6 7 3 9

Company name in full Contrella Limited

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

### 2 Liquidator's name

Full forename(s) Craig

Surname Povey

### 3 Liquidator's address

Building name/number Three Brindleyplace

Street 2nd Floor

Post town Birmingham

County/Region

Postcode B 1 2 J B

Country

### 4 Liquidator's name

Full forename(s) Kevin

Surname Murphy

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

### 5 Liquidator's address

Building name/number CVR Global LLP

Street 20 Furnival Street

Post town LONDON

County/Region

Postcode E C 4 A 1 J Q

Country

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

LIQ03

Notice of progress report in voluntary winding up

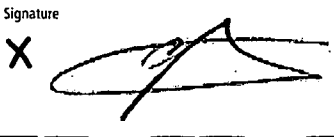
**6** Period of progress report

From date	<sup>d</sup> 2	<sup>d</sup> 7	<sup>m</sup> 0	<sup>m</sup> 5	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 1	<sup>y</sup> 9	
To date	<sup>d</sup> 2	<sup>d</sup> 6	<sup>m</sup> 0	<sup>m</sup> 5	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 2	<sup>y</sup> 0	

**7** Progress report

<input checked="" type="checkbox"/> The progress report is attached	
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**8** Sign and date

Liquidator's signature	<div>Signature</div> <div>  </div>	
Signature date	<sup>d</sup> 2 <sup>d</sup> 1 <sup>m</sup> 0 <sup>m</sup> 7 <sup>y</sup> 2 <sup>y</sup> 0 <sup>y</sup> 2 <sup>y</sup> 0	

LIQ03

Notice of progress report in voluntary winding up



**Presenter information**

You do not have to give any contact information, but if you do it will help Companies House if there is a query on the form. The contact information you give will be visible to searchers of the public record.

Contact name **Jake Beake**

Company name **CVR Global LLP**

Address **20 Furnival Street**

**London**

Post town **EC4A 1JQ**

County/Region

Postcode

Country

DX

Telephone **020 3794 8750**



**Checklist**

We may return forms completed incorrectly or with information missing.

Please make sure you have remembered the following:

- ☐ The company name and number match the information held on the public Register.
- ☐ You have attached the required documents.
- ☐ You have signed the form.



**Important information**

All information on this form will appear on the public record.



**Where to send**

You may return this form to any Companies House address, however for expediency we advise you to return it to the address below:

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



**Further information**

For further information please see the guidance notes on the website at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse) or email [enquiries@companieshouse.gov.uk](mailto:enquiries@companieshouse.gov.uk)

This form is available in an alternative format. Please visit the forms page on the website at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)

**Contrella Limited**  
**(In Liquidation)**  
**Joint Liquidators' Summary of Receipts & Payments**

Statement of Affairs £	From 27/05/2019 To 26/05/2020 £	From 27/05/2016 To 26/05/2020 £
<b>ASSET REALISATIONS</b>		
	81.23	1,477.37
3,348.98	NIL	NIL
260,897.18	NIL	545,625.20
13,192.86	NIL	NIL
1,000.00	NIL	4,000.00
NIL	NIL	NIL
NIL	NIL	NIL
NIL	NIL	NIL
	81.23	551,102.57
<b>COST OF REALISATIONS</b>		
	NIL	3,930.00
	NIL	555.87
	NIL	NIL
	67.07	168.85
	NIL	84.95
	3,300.00	22,055.04
	NIL	12.00
	NIL	6,000.00
	NIL	310.00
	NIL	57.08
	NIL	301.95
	NIL	300.00
	(3,367.07)	(33,775.74)
<b>UNSECURED CREDITORS</b>		
(287,409.04)	NIL	311,298.94
	NIL	135,765.14
(19,072.58)	NIL	NIL
(66,833.15)	NIL	NIL
(8,452.03)	NIL	8,306.04
	NIL	(455,370.12)
<b>DISTRIBUTIONS</b>		
(10.00)	NIL	NIL
	NIL	NIL
<b>(103,337.78)</b>	<b>(3,285.84)</b>	<b>61,956.71</b>
<b>REPRESENTED BY</b>		
		100.00
		61,856.71
		(660.00)
		660.00
		<b>61,956.71</b>

**ANNUAL PROGRESS REPORT**

**CONTRELLA LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION**

**COMPANY NO: 05026739**

**CVR Global LLP  
20 Furnival Street  
London  
EC4A 1JQ  
Telephone Number: 020 3794 8750  
E Mail: [asunny@cvr.global](mailto:asunny@cvr.global)**

**This report has been prepared for the sole purpose of updating the creditors for information purposes. The report is private and confidential and may not be relied upon, referred to, reproduced or quoted from, in whole or in part, by creditors for any purpose other than updating them for information purposes, or by any other person for any purpose whatsoever.**

## **ANNUAL PROGRESS REPORT OF CONTRELLA LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION**

### **Content**

1. Executive Summary
2. General Administration
3. Enquiries and Investigations
4. Realisation of Assets
5. Creditors
6. Fees and Expenses
7. Creditors' Rights
8. EC Regulations
9. Conclusion

### **Appendices**

- Appendix 1 - Statutory Information
- Appendix 2 - Receipts and Payments account for the period 27 May 2019 to 26 May 2020 ("the Review Period")
- Appendix 3 - Detailed list of work undertaken in the Review Period
- Appendix 4 - Time cost information for the Review Period and Cumulative
- Appendix 5 - Expenses summary for the Review Period and Cumulative

# ANNUAL PROGRESS REPORT OF CONTRELLA LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION

## 1. EXECUTIVE SUMMARY

A summary of key information in this report is detailed below.

### 1.1 Assets

Asset	Estimated to realise per Statement of Affairs £	Realisations to date £	Anticipated future realisations £	Total anticipated realisations £
Furniture & Equipment	1,000	4,000	-	4,000
Book Debts	3,349	-	-	-
Cash at Bank	260,897	545,625	-	545,625
Directors' Loan Account	13,193	-	-	-
Bank Interest Gross	N/A	1,477	-	1,477
<b>TOTAL</b>	<b>278,439</b>	<b>551,102</b>		<b>551,102</b>

### 1.2 Expenses

Expense	Expense incurred to date £	Expenses drawn to date £	Anticipated further expense to closure £	Total anticipated expense £
Preparation of SOA	6,000	6,000	-	6,000
Joint Liquidators' fees	28,715	22,055	11,285	40,000
Joint Liquidators' Disbursements	1,068	1,066	432	1,500
Accountants' Fees	3,930	3,930	-	3,930
Agents Fees	556	556	-	556
Corporation Tax	169	169	-	169
<b>TOTAL</b>	<b>40,436</b>	<b>33,776</b>	<b>11,719</b>	<b>52,155</b>

### 1.3 Dividend prospects

Creditor class	Distribution / dividend paid to date	Anticipated distribution / dividend, based upon the above
Secured creditor	N/A	N/A
Preferential creditors	N/A	N/A
Unsecured creditors	455,370	Uncertain

### 1.4 Summary of key issues outstanding

- Conclude enquiries in respect of Director's Loan Account;
- Further distribution to unsecured creditors, if appropriate; and
- Further investigations into affairs of the Company.

## **1.5 Closure**

Due to the issues outstanding, as listed above, it is difficult to estimate the timing of any further dividend to unsecured creditors or the closure of the Liquidation.

## **2. GENERAL ADMINISTRATION**

### **2.1 Statutory information**

Statutory information may be found at Appendix 1.

The Joint Liquidators 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 of the case, which ensures that work is carried out to high professional standards. A detailed list of these tasks may be found in the attached appendices.

## **3. ENQUIRIES AND INVESTIGATIONS**

As previously reported, the Joint Liquidators' initial assessment revealed matters that they considered merited further investigation, primarily in connection with the Company's associated party transactions.

The Joint Liquidators' investigations into the affairs of the Company are ongoing.

## **4. REALISATION OF ASSETS**

Detailed below is key information about asset realisation and strategy, however, more details about the work undertaken may be found in the attached appendices. The Joint Liquidators formulated and worked through a realisation strategy that sought to maximise realisations net of costs. The financial benefit of those efforts is described further below.

### **4.1 Cash at Bank**

As previously reported, a credit balance of £545,625 was recovered in respect of the Company's business bank account. This is significantly higher than originally anticipated, and investigations into this variance are ongoing.

### **4.2 Director's Loan Account**

At the date of liquidation, in accordance with the Company's management accounts, a balance of £13,193 was due in respect of an overdrawn director's loan account. Following discussions with the Company's former accountants, it has been identified that a number of mitigating expenses had been incurred and, accordingly, the balance should not be recoverable. Investigations are ongoing at present; however, it is not anticipated that this sum will be recoverable. This issue is to be addressed and finalised.

### **4.3 Bank Interest Gross**

Bank interest in the sum of £1,477 has been received to date, of which £81 has been received during the Review Period.



#### **4.4 Group Receivables – Get Expenses Limited / Paytemp Plus Limited**

As set out in the Joint Liquidators' initial report to creditors, balances totalling £376,038 were purported to be due to the Company from Get Expenses Limited and Paytemp Plus Limited. Both of these Companies are in Creditors' Voluntary Liquidation.

As previously reported, the Company's former accountants, Dains LLP, were engaged to review and reconcile the intercompany transactions of the Company due to a number of discrepancies being identified within the Company's records.

Following this exercise, it was identified that the following amounts were payable by the Company to group undertakings at the date of liquidation:

Contrella Contractor Limited	£80,000
Contrella Plus Limited	£317,608
Paytemp Plus Limited	£30,000
Get Expenses Limited	£69,802

In light of the above, no sums are payable to the Company from other group entities.

#### **4.5 Payments**

Corporation Tax of £67 was paid during the Review Period.

### **5. CREDITORS**

Irrespective of whether sufficient realisations are achieved to pay a dividend to creditors, the Joint Liquidators have had to carry out key tasks which are detailed in the attached appendices. The following sections explain the anticipated outcomes to creditors and any distributions paid.

#### **5.1 Secured creditors**

The Company has not granted any charges over its assets.

#### **5.2 Preferential creditors**

The Company has no preferential creditors.

#### **5.3 Unsecured creditors**

The Company's unsecured creditors as per the statement of affairs totalled £381,767.

HMRC submitted a claim for £309,039. However, following analysis of the appropriateness of the claim and correspondence with HMRC, this claim was admitted for £216,933.

Associated company creditors totalling £497,410 were also admitted, following the work done by Danis LLP, as set out above.

Other unsecured creditors totalling £13,271 were also admitted.

#### **5.4 Dividend prospects**

On 18 September 2018 an interim dividend of £458,921, being 63.07 pence in the pound, was declared on the claims of unsecured creditors admitted in the liquidation totalling £727,614.

It is uncertain whether there will be sufficient realisations to enable a further dividend to unsecured creditors.

#### **6. FEES AND EXPENSES**

##### **6.1 Fixed fee agreed with the Directors and ratified by members and creditors**

The creditors authorised the fee of £6,000 plus VAT and disbursements for assisting the directors in placing the company into liquidation and with preparing the Statement of Affairs on 27 May 2016.

A payment of £1,500 plus VAT was also authorised to Dains LLP for their assistance with preparing accounts in connection with the Statement of Affairs.

These fees for assisting with the Statement of Affairs and placing the company into liquidation were paid from first realisations on appointment and are shown in the enclosed receipts and payments account.

##### **6.2 The Joint Liquidators' fees**

It is the firm's practice to ensure that work is conducted by the appropriate staff member at the appropriate level of experience. Junior members of staff deal with the day to day administration on cases and a manager and (director/partner) then oversees the work undertaken. Where the issues are complex and litigious, the work will be closely supervised or undertaken by a (senior) manager or (director/partner).

The basis of the Joint Liquidators' fees was approved by creditors on 11 May 2017 in accordance with the following:

That the Joint Liquidators' remuneration be fixed on a time costs basis in accordance with the time properly given by them and their staff in attending to matters arising during the liquidation. Such remuneration may be drawn from time to time from funds available, and is estimated to be £22,132 plus VAT.

The time costs for the Review Period total £5,146.50, representing 19.90 hours at an average hourly rate of £258.62. The total time costs during the period of appointment amount to £28,714.50 representing 118.20 hours at an average hourly rate of £242.93.

The sum of £22,055 has been drawn on account of time costs incurred. The time costs for the Review Period are detailed in the attached appendices.

Having regard for the costs that are likely to be incurred in bringing this Liquidation to a close, the Joint Liquidators consider that:

- the original fees estimate has been exceeded; and
- the original expenses estimate has been exceeded due to the additional work necessary in reconciling the intercompany balances.

The main reasons why the fees estimate has been exceeded is as a result of the additional work required in analysing the intercompany balances referred to previously; additional inputs were also required to determine the appropriateness of creditor claims received and the resulting distribution. Further administration and time was also therefore required in order to attend to statutory matters and reporting.

The Joint Liquidators intend to seek creditors' approval to fees in addition to that previously estimated and the relevant creditors will be invited to consider the Joint Liquidators' proposal in this regard under separate cover.

### **6.3 Disbursements**

The disbursements that have been incurred and not yet paid during the period are detailed in the attached appendices. Also included in the attached appendices is a comparison of the expenses likely to be incurred in the Liquidation as a whole with the original expenses estimate, together with reasons where any expenses are likely to exceed that estimate.

Category 1 disbursements totalling £2 were incurred during the Review Period.

No Category 2 disbursements were incurred during the Review Period.

Information about this insolvency process may be found on the R3 website at <http://www.creditorinsolvencyguide.co.uk/>. A copy of 'A Creditors' Guide to Fees' can be found at <https://www.r3.org.uk/index.cfm?page=1591>. A hard copy of both Guides may be obtained on request.

## **7. CREDITORS' RIGHTS**

An unsecured creditor may, with the permission of the court or with the concurrence of 5% in value of the unsecured creditors (including the creditor in question) request further details of the Liquidators' remuneration and expenses, within 21 days of receipt of this report. Any secured creditor may request the same details in the same time limit.

An unsecured creditor may, with the permission of the court or with the concurrence of 10% in value of the creditors (including the creditor in question), apply to court to challenge the amount and/or basis of the Liquidators' fees and the amount of any proposed expenses or expenses already incurred, within 8 weeks of receipt of this report. Any secured creditor may make a similar application to court within the same time limit.

Please note that information relevant and useful to creditors can be found at the following website, [www.creditorinsolvencyguide.co.uk](http://www.creditorinsolvencyguide.co.uk) and <https://www.r3.org.uk/what-we-do/publications/professional/fees>. Hard copies of these publications are available on request by contacting the Joint Liquidators' office.

## **8. EC REGULATIONS (WHETHER PROCEEDINGS ARE MAIN PROCEEDINGS OR TERRITORIAL)**

The Company's centre of main interest was in Wolverhampton and therefore it is considered that the EC Regulations will apply. These proceedings are main proceedings as defined in Article 3 of the EC Regulation.

**9. CONCLUSION**

The administration of the case will be continuing to finalise the following outstanding matters that are preventing this case from being closed:

- Conclude enquiries in respect of Director's Loan Account;
- Further distribution to unsecured creditors, if appropriate; and
- Further investigations into affairs of the Company.

If you require any further information, please contact this office. CVR Global LLP's data privacy policy can be found at [www.cvr.global](http://www.cvr.global).

Signed 

C J POVEY

Joint Liquidator

21 July 2020

## **ANNUAL PROGRESS REPORT OF CONTRELLA LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION**

### **Appendix 1**

#### **Statutory Information**

<b>Company Name</b>	<b>Contrella Limited</b>
<b>Former Trading Name</b>	<b>Link 44 Limited</b>
<b>Company Number</b>	<b>05026739</b>
<b>Registered Office</b>	<b>CVR Global LLP, Three Brindleyplace, 2nd Floor, BIRMINGHAM, B1 2JB</b>
<b>Former Registered Office</b>	<b>Waterloo Court, 31 Waterloo Road, Wolverhampton, West Midlands WV1 4DJ</b>
<b>Officeholders</b>	<b>Craig Povey and Kevin Murphy</b>
<b>Officeholders' address</b>	<b>CVR Global LLP, Three Brindleyplace, 2nd Floor, Birmingham, B1 2JB</b>
<b>Date of appointment</b>	<b>27 May 2016</b>

## **ANNUAL PROGRESS REPORT OF CONTRELLA LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION**

### **Appendix 2**

#### **Receipts and Payments account for the Review Period and Cumulative**

**Contrella Limited**  
**(In Liquidation)**  
**Joint Liquidators' Summary of Receipts and Payments**

RECEIPTS	Statement of Affairs (£)	From 27/05/2016 To 26/05/2019 (£)	From 27/05/2019 To 26/05/2020 (£)	Total (£)
Goodwill	NIL	0.00	0.00	0.00
Furniture & Equipment	1,000.00	4,000.00	0.00	4,000.00
Book Debts	3,348.98	0.00	0.00	0.00
Cash at Bank	260,897.18	545,625.20	0.00	545,625.20
Directors Loan Account	13,192.86	0.00	0.00	0.00
Bank Interest Gross		1,396.14	81.23	1,477.37
Group Receivable - Get Expense	NIL	0.00	0.00	0.00
Group Receivable - Paytemp Plus Limited	NIL	0.00	0.00	0.00
		<b>551,021.34</b>	<b>81.23</b>	<b>551,102.57</b>
<b>PAYMENTS</b>				
Specific Bond		310.00	0.00	310.00
Preparation of S. of A.		6,000.00	0.00	6,000.00
Office Holders Fees		18,755.04	3,300.00	22,055.04
Validis Uploads		300.00	0.00	300.00
Online Filing		12.00	0.00	12.00
Agents/Valuers Fees (1)		555.87	0.00	555.87
Corporation Tax		101.78	67.07	168.85
Stationery & Postage		57.08	0.00	57.08
Meeting Room Hire		84.95	0.00	84.95
Statutory Advertising		301.95	0.00	301.95
Accountant's fees		3,930.00	0.00	3,930.00
Trade & Expense Creditors	(8,452.03)	8,306.04	0.00	8,306.04
HM Revenue & Customs - PAYE/NIC	(19,072.58)	0.00	0.00	0.00
HM Revenue & Customs		135,765.14	0.00	135,765.14
HM Revenue & Customs - VAT	(66,833.15)	0.00	0.00	0.00
Associated Companies	(287,409.04)	311,298.94	0.00	311,298.94
Ordinary Shareholders	(10.00)	0.00	0.00	0.00
		<b>485,778.79</b>	<b>3,367.07</b>	<b>489,145.86</b>
<b>Net Receipts/(Payments)</b>		<b>65,242.55</b>	<b>(3,285.84)</b>	<b>61,956.71</b>
<b>MADE UP AS FOLLOWS</b>				
Interest Bearing Bank Account		60,041.18	(59,941.18)	100.00
Interest Bearing Current Account		0.00	61,856.71	61,856.71
VAT Receivable / (Payable)		5,201.37	(5,201.37)	0.00
		<b>65,242.55</b>	<b>(3,285.84)</b>	<b>61,956.71</b>

## ANNUAL PROGRESS REPORT OF CONTRELLA LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION

### Appendix 3

#### Detailed list of work undertaken for the Review Period

Below is detailed information about the tasks undertaken by the Joint Liquidators.

<b>ADMINISTRATION AND PLANNING</b>	Work involved in this category relates mainly to routine and statutory functions. It does not necessarily provide financial benefit to creditors, but ensures that the case is managed and administered in accordance with legislation and in a professional manner. Specific work is detailed below:
Statutory/advertising	Filing of documents to meet statutory requirements Advertising in accordance with statutory requirements
Document maintenance/file review/checklist	Filing of documents Periodic file reviews Periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards 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 Correspondence with bank regarding specific transfers 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
Creditor reports	Preparing annual progress report, investigation and general reports to creditors
<b>INVESTIGATIONS</b>	The office holders are required to undertake an investigation in to the affairs of the company or individual prior to the commencement of the insolvency process. An office holder is required to submit a report on the conduct of the Directors who were in office in the period three years prior to the commencement of the insolvency process, to the Insolvency Service, in accordance with legislation. Occasionally such investigations identify further potential asset recoveries. Specific work is detailed below:
SIP 2 Review	Collection, and making an inventory, of company books and records Correspondence to request information on the company's dealings, making further enquiries of third parties Reviewing questionnaires submitted by creditors and directors Reconstruction of financial affairs of the company Reviewing company's books and records Review of specific transactions
Insurance	Identification of potential issues requiring attention of insurance specialists Correspondence with insurer regarding initial and ongoing insurance requirements Reviewing insurance policies Correspondence with previous brokers
<b>CREDITORS</b>	This involves work in dealing with creditor queries and correspondence, including reports and where funds permit agreeing creditor claims and provision of dividends to creditors. This may also involve assisting employees. Specific work is detailed below:
Creditor Communication	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via facsimile, email and post Assisting employees to pursue claims via the RPO Corresponding with the PPF and the Pensions Regulator
Dealing with proofs of debt	Receipting and filing POD when not related to a dividend Corresponding with RPO regarding POD when not related to a dividend
Other case specific matters	CT Returns

#### Current Charge-out Rates for the firm

##### Time charging policy

Charge-out rates are normally reviewed annually when rates are adjusted to reflect such matters as inflation; increases in direct wage costs; and changes to indirect costs such as Professional Indemnity Insurance. It is the firm's policy for the cashier's time spent on an assignment to be charged to the case. However, secretarial and office admin support time is charged only in respect of identifiable blocks of time devoted to the case where we consider it to be viable to do so. All time is recorded in 6 minute units.



## ANNUAL PROGRESS REPORT OF CONTRELLA LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION

Staff	Charge out rates
	£
Insolvency Practitioner/Partners	390-495
Consultants	390-495
Directors	360-390
Associate Directors	330-360
Managers	300-330
Assistant Manager	290-310
Senior Executive	240-275
Executive	155-190
Cashier	135-185
Secretarial/Admin/Analyst	90-125

### **Direct expenses ("Category 1 Disbursements")**

Category 1 disbursements as defined by SIP 9, which can be specifically identified as relating to the administration of the case, will be charged to the estate at cost, with no uplift. These include but are not limited to such items as advertising our appointment, meetings and requesting claims from creditors, storage in relation to the books and records of the company or individuals and the assignment records, online reporting facilities in relation to the uploading of documents and reports for creditors, bonding and other insurance premiums to protect the estate and its assets, and properly reimbursed expenses incurred by personnel in connection with the case.

### **Indirect expenses ("Category 2 Disbursements")**

It is our normal practice to also charge the following indirect disbursements ("Category 2 Disbursements as defined by SIP 9) to the case, where appropriate:

#### **Circulars to creditors:**

Plain/headed paper including photocopying	12p per side
Envelopes	12p each
Postage	Actual cost

#### **Room Hire**

For the convenience of creditors and to save the cost of booking an outside hotel room, meetings of creditors are occasionally held internally at our offices. Where meetings of creditors are held in one of our internal meeting rooms, a charge of £100 plus VAT may be levied to cover the cost of booking the room.

#### **Travel**

Mileage incurred as a result of any necessary travelling is charged to the estate at the H M Revenue & Customs approved rate, currently 45p per mile.

All of the above costs are subject to amendment by the firm at any time and if amended will be notified to creditors with the next circular sent to all creditors.

#### **Company Searches & Electronic Verification of Identity**

Included in expense and/or disbursements, Company Searches and electronic Verification of Identity include an element of shared costs. Such expenses are of an incidental nature but are generally incurred on each case. In line with the cost of the external provision of such services, a charge of £15 plus VAT is levied to cover the cost of these searches.

**Appendix 4**

Actual time cost information for the Review Period and Cumulative

**CONTRELLA LIMITED - CVL - CONT64455**

Time and Chargeout Summary for the period 27/05/2019 to 26/05/2020							
Classification of work function	Hours					Time Cost £	Average hourly rate £
	Partner / Director	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours		
<b>Administration &amp; Planning</b>							
(A)Case Reviews	0.10	2.10	0.00	0.00	2.20	692.00	314.55
(A)Cashiering	0.30	0.00	0.00	3.80	4.10	780.00	190.24
(A)General Administration	2.30	3.90	0.20	2.00	8.40	2,276.50	271.01
<b>Total for Administration &amp; Planning</b>	<b>2.70</b>	<b>6.00</b>	<b>0.20</b>	<b>5.80</b>	<b>14.70</b>	<b>3,748.50</b>	<b>255.00</b>
<b>Investigations</b>							
(I)Investigations (not SIP2/CDDA)	0.20	0.00	0.00	0.00	0.20	78.00	390.00
<b>Total for Investigations</b>	<b>0.20</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.20</b>	<b>78.00</b>	<b>390.00</b>
<b>Creditors</b>							
(C)Reports & Circulars	0.00	3.00	0.00	0.00	3.00	870.00	290.00
<b>Total for Creditors</b>	<b>0.00</b>	<b>3.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3.00</b>	<b>870.00</b>	<b>290.00</b>
<b>Case Specific Matters</b>							
(CS)Post appointment tax returns	0.00	0.00	1.80	0.20	2.00	450.00	225.00
<b>Total for Case Specific Matters</b>	<b>0.00</b>	<b>0.00</b>	<b>1.80</b>	<b>0.20</b>	<b>2.00</b>	<b>450.00</b>	<b>225.00</b>
<b>Total Hours</b>	<b>2.90</b>	<b>9.00</b>	<b>2.00</b>	<b>6.00</b>	<b>19.90</b>	<b>5,146.50</b>	<b>258.62</b>
<b>Total fees Claimed</b>	<b>1,104.00</b>	<b>2,658.00</b>	<b>480.00</b>	<b>904.50</b>	<b>5,146.50</b>		

**CONTRELLA LIMITED - CVL - CONT64455**

Time and Chargeout Summary for the period 27/05/2016 to 26/05/2020							
Classification of work function	Hours					Time Cost £	Average hourly rate £
	Partner / Director	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours		
<b>Administration &amp; Planning</b>							
(A)Appointment Documents	0.00	0.00	0.00	2.20	2.20	341.00	155.00
(A)Appointment Meetings	0.00	0.00	0.10	0.00	0.10	34.00	340.00
(A)Case Reviews	0.60	2.30	5.70	2.80	11.40	3,007.50	263.82
(A)Cashiering	0.30	0.20	0.90	13.20	14.60	2,520.50	172.64
(A)General Administration	15.50	4.50	0.70	8.60	29.30	8,692.00	296.66
(A)JA Correspondence	0.00	0.00	0.00	0.20	0.20	24.00	120.00
(A)Money Laundering & ethics	0.00	0.30	0.00	0.00	0.30	99.00	330.00
(A)Pension Matters	0.00	0.10	0.00	0.90	1.00	172.50	172.50
(A)Statutory Filing, advertising & bordereau	0.00	0.50	0.10	0.00	0.60	199.00	331.67
<b>Total for Administration &amp; Planning</b>	<b>16.40</b>	<b>7.90</b>	<b>7.50</b>	<b>27.90</b>	<b>59.70</b>	<b>15,089.50</b>	<b>252.76</b>
<b>Investigations</b>							
(I)Antecedent Transactions	0.00	0.00	1.30	0.00	1.30	312.00	240.00
(I)D Conduct reports/returns	0.30	0.10	3.90	0.00	4.30	1,126.00	261.86
(I)Investigations (not SIP2/CDDA)	0.20	0.00	0.90	0.60	1.70	387.00	227.65
<b>Total for Investigations</b>	<b>0.50</b>	<b>0.10</b>	<b>6.10</b>	<b>0.60</b>	<b>7.30</b>	<b>1,825.00</b>	<b>250.00</b>
<b>Realisation of Assets</b>							
(R)Agents & Valuations	0.10	0.00	0.40	0.00	0.50	145.00	290.00
(R)Book Debts	0.00	0.00	0.10	0.00	0.10	34.00	340.00
(R)Cash at Bank	0.00	0.00	0.30	0.00	0.30	72.00	240.00
(R)Insurance	0.00	0.00	0.10	0.20	0.30	65.00	216.67
(R)Other Assets	0.00	0.00	1.50	0.00	1.50	410.00	273.33
(R)Property	0.00	0.00	2.00	0.00	2.00	480.00	240.00
<b>Total for Realisation of Assets</b>	<b>0.10</b>	<b>0.00</b>	<b>4.40</b>	<b>0.20</b>	<b>4.70</b>	<b>1,206.00</b>	<b>256.60</b>
<b>Creditors</b>							
(C)Claims & Proofs	0.20	1.90	0.50	0.40	3.00	777.00	259.00
(C)Correspondence	0.20	0.50	3.30	0.00	4.00	1,129.00	282.25
(C)Dividends	0.80	2.50	4.00	0.00	7.30	2,092.00	286.58
(C)Meetings	0.00	0.00	0.30	0.00	0.30	72.00	240.00
(C)Preferential Creditors	0.00	0.00	0.50	0.00	0.50	170.00	340.00
(C)Reports & Circulars	0.00	3.00	10.90	3.00	16.90	3,976.00	235.27
(C)Sec Claims & Proofs	0.00	0.00	0.00	0.20	0.20	24.00	120.00
<b>Total for Creditors</b>	<b>1.20</b>	<b>7.90</b>	<b>19.50</b>	<b>3.60</b>	<b>32.20</b>	<b>8,240.00</b>	<b>255.90</b>
<b>Case Specific Matters</b>							
(CS)Legal Matters (non invest)	0.00	0.00	0.20	0.00	0.20	48.00	240.00
(CS)Other Special Issues	0.00	0.00	0.90	0.00	0.90	266.00	295.56
(CS)Post appointment tax returns	0.00	1.70	6.90	4.50	13.10	2,006.00	153.13
(CS)Pre Appointment Taxation	0.00	0.00	0.10	0.00	0.10	34.00	340.00
<b>Total for Case Specific Matters</b>	<b>0.00</b>	<b>1.70</b>	<b>8.10</b>	<b>4.50</b>	<b>14.30</b>	<b>2,354.00</b>	<b>164.62</b>
<b>Total Hours</b>	<b>18.20</b>	<b>17.60</b>	<b>45.60</b>	<b>36.80</b>	<b>118.20</b>	<b>28,714.50</b>	<b>242.93</b>
<b>Total fees Claimed</b>	<b>7,071.00</b>	<b>4,988.00</b>	<b>11,625.00</b>	<b>5,050.50</b>	<b>28,714.50</b>		

## ANNUAL PROGRESS REPORT OF CONTRELLA LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION

### Appendix 5

#### Expenses summary for the Review Period and Cumulative

Below are details of the Joint Liquidators' expenses for the Review Period and Cumulative.

Expenses	Actual expenses incurred in the Review Period £	Actual expenses incurred to date £
<b>Category 1 Expenses</b>		
Advertising	-	301.95
Bonding	-	310.00
Document Repository Fee	-	12.00
Meeting Room	-	84.95
Printing & Postage	1.75	1.75
Accounting Software Analysis	-	300.00
<b>Category 2 Expenses</b>		
Printing & Postage	-	57.08
<b>Total</b>	<b>1.75</b>	<b>1,067.73</b>