

# Return of Final Meeting in a Creditors' Voluntary Winding Up

# S.106

Pursuant to Section 106 of the Insolvency Act 1986

To the Registrar of Companies

Company Number

06148888

Name of Company

(a) Insert full name of company

(a) All about Leads

Limited

(b) Insert full name(s) and address(es)

We (b) A Guy Edward Brooke Mander and  
Baker Tilly Restructuring and Recovery LLP  
St Philips Point  
Temple Row  
Birmingham B2 5AF

Graham Paul Bushby  
Baker Tilly Restructuring and Recovery LLP  
The Pinnacle  
170 Midsummer Boulevard  
Milton Keynes

(c) Delete as applicable

(d) Insert date

(e) The copy account  
must be authenticated by  
the written signature(s) of  
the liquidator(s)

(f) Insert venue of the meeting

1 give notice that a general meeting of the company was duly (c) ~~held on~~ [summoned for] (d) 23 May 2015 pursuant to Section 106 of the Insolvency Act 1986, for the purpose of having an account (of which a copy is attached (e) laid before it showing how the winding up of the company has been disposed of and (c) ~~that the same was done accordingly~~) [no quorum was present at the meeting],

2 give notice that a meeting of the creditors of the company was duly (c) ~~held on~~ [summoned for] (d) 23 May 2014 pursuant to Section 106 of the Insolvency Act 1986, for the purpose of having the said account laid before it showing how the winding up of the company has been conducted and the property of the company has been disposed of and (c) ~~that the same was done accordingly~~) [no quorum was present at the meeting]

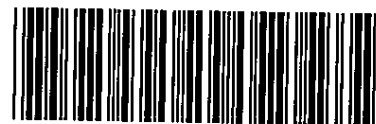
The meeting was held at (f) Baker Tilly Restructuring & Recovery LLP,  
St Philips Point, Temple Row, Birmingham, B2 5AF

The report covers the period from (d) 18 January 2011 (commencement of winding up)  
to (d) 23 May 2014 (close of winding up)

The outcome of the meeting (including any resolutions passed at the meeting) was as follows

No quorum was present at the meeting

WEDNESDAY



\*A38UY2CP\*

A28

28/05/2014

#38

COMPANIES HOUSE

Signed

Date

23/5/14

Presenter's name, address  
and reference (if any)

Guy Edward Brooke Mander  
Baker Tilly Restructuring and Recovery LLP, St Philips Point, Temple Row, Birmingham B2 5AF

**IN THE MATTER OF  
ALL ABOUT LEADS LIMITED IN LIQUIDATION**

**JOINT LIQUIDATORS' FINAL PROGRESS REPORT**

**23 MAY 2014**

**GUY MANDER AND GRAHAM BUSHBY  
JOINT LIQUIDATORS**

**BAKER TILLY RESTRUCTURING AND RECOVERY LLP  
ST PHILIPS POINT  
TEMPLE ROW  
BIRMINGHAM B2 5AF**

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## **1. PURPOSE OF REPORT**

This is the final report on the conduct of the liquidation of All About Leads Limited. This report should be read in conjunction with previous reports that have been issued, copies of which are available on request.

This report has been prepared in accordance with insolvency legislation to provide members and creditors and the Registrar of Companies with information relating to the recent annual period from 18 January 2013 to 17 January 2014, together with the entire period of the liquidation. The information in this report is intended to provide an overview of the conduct of the liquidation and to summarise the information provided in previous annual progress reports.

This report has been prepared solely to comply with the statutory requirements of Sections 104A and 106 of the Insolvency Act 1986 and Rules 4.49C and 4.126-CVL of the Insolvency Rules 1986 (as amended). It has not been prepared for use in respect of any other purpose, or to inform any investment decision in relation to any debt or financial interest in the company. Neither the Liquidators nor Baker Tilly Restructuring and Recovery LLP accept any liability whatsoever arising as a result of any decision or action taken or refrained from as a result of information contained in this report.

## **2. PROGRESS OF THE LIQUIDATION**

### **2.1. Realisation of Assets**

#### **Book Debts**

As previously reported, the directors' Statement of Affairs disclosed debtors with a book value of £501,317. These were intercompany debts owed by other insolvent companies in the same group and accordingly the directors' estimated the realisable value of the debts to be negligible.

As it has now become apparent that no distributions will be received from the liquidations of the intercompany debtors, the debts have been written off.

#### **Furniture & Equipment**

At the date of the liquidation the Company owned a small amount of office furniture & equipment. Due to its low value this was not economical to realise.

#### **Rent Deposit**

Prior to the liquidation, a rent deposit of £12,220 was paid to the landlord of the Company's trading premises. The landlord retained these funds to set against rent liabilities and consequently the deposit was not realisable.

## **2.2. Investigations**

In accordance with our statutory obligations, we have filed the appropriate documentation with the Department for Business, Innovation and Skills in relation to the conduct of the directors

## **2.3. Administration and Planning**

Various administration and planning tasks have been undertaken such as filing of appointment documents, submission of the statement of affairs, handling of receipts and payments accounts and bank reconciliations, undertaking file reviews, dealing with post appointment taxation and liaising with directors

## **2.4. Change in Joint Liquidator**

Lynn Robert Bailey and Andrew Sheridan of Baker Tilly Restructuring and Recovery LLP were originally appointed Joint Liquidators of the Company by the meeting of members on 18 January 2011.

As previously reported, Lynn Robert Bailey retired as a partner in Baker Tilly Restructuring and Recovery LLP and was replaced by me with effect from 26 May 2011, following which I took day to day control of the liquidation

Andrew Sheridan subsequently retired as a partner in Baker Tilly Restructuring and Recovery LLP. He was replaced as Joint Liquidator of the Company by Graham Bushby by Order of the Court with effect from 10 October 2012. The day to day conduct of the Liquidation remains with me and continues to be dealt with from our Birmingham office

## **3. DISTRIBUTIONS TO CREDITORS**

### **Preferential creditors**

One claim of £1,823 has been received from a former employee of the Company. There have been insufficient realisations to enable a distribution to any class of creditor.

### **Unsecured Creditors**

Claims totalling £490,398 have been received to date

As there have been no realisations, in accordance with Rules 4.186 and 11.7 of the Insolvency Rules 1986, no dividend will be paid

#### **4. RECEIPTS AND PAYMENTS**

There is no receipts and payments account attached to this report as there have been no asset realisations (and therefore no payments) during the liquidation. The disbursements listed at Appendix D have been borne by the office holders' office account.

#### **5. COSTS AND JOINT LIQUIDATORS' REMUNERATION**

##### **5.1. Joint Liquidators' Remuneration and Disbursements**

###### **Authority for remuneration and disbursements**

The Joint Liquidators' remuneration was approved on a time cost basis by the meeting of creditors held on 18 January 2011.

Approval was also given to the drawing of disbursements, including category 2 disbursements. Details of the current rates are attached at Appendix C.

A Creditors Guide to Fees Charged by Liquidators, can be accessed at the website of the Insolvency Practitioners Association ([www.insolvency-practitioners.org.uk](http://www.insolvency-practitioners.org.uk) - "Regulation and Guidance > Creditors Guides to Fees"), or the Institute of Chartered Accountants in England & Wales ([www.icaew.com](http://www.icaew.com) - "Technical Resources > Insolvency > Creditors' guides"). Alternatively I can provide you with a copy on written request to my office.

###### **Detailed cost breakdown**

Attached to this report are five Appendices relating to our costs on this assignment.

- Appendix B A copy of Baker Tilly Restructuring and Recovery LLP's charging, expenses and disbursements policy statement,
- Appendix C Joint Liquidators' charge out and disbursement rates;
- Appendix D Statement of expenses analysis
- Appendices E & E1 Joint Liquidators' time cost analyses,

The work that we do as Joint Liquidators is derived from the responsibilities placed upon us by the underlying legal and regulatory framework for work of this nature in general. The actual matters with which we have dealt are set out briefly in both this report and in our earlier reports to creditors.

We believe this case generally to be of average complexity and accordingly no extraordinary responsibility has to date fallen upon us as Joint Liquidators. The underlying basis of charging proposed to and approved by the creditors has been Baker Tilly Restructuring and Recovery LLP standard charge out rates. Baker Tilly Restructuring and Recovery LLP charge out rates have been reviewed periodically.

## **5.2. Remuneration and Disbursements incurred in the annual period from 18 January 2013 to 17 January 2014**

We incurred time costs of £1,917 in the recent annual period. An analysis of this time is attached at Appendix E. No disbursements were incurred during the period.

## **5.3. Total Remuneration and Disbursements incurred**

Since the date of our appointment we have incurred time costs of £13,579.30. This includes time costs of £1,917 incurred during the period 18 January 2013 to 17 January 2014. In addition, further time costs will be incurred in convening and holding the final meetings of members and creditors.

An analysis of total time costs incurred to date is attached at Appendix E1.

In view of the lack of realisations none of our time costs will be paid.

## **6. JOINT LIQUIDATORS' STATEMENT OF EXPENSES**

A statement of the expenses incurred during the period, is attached at Appendix D. This includes all expenses incurred by the Joint Liquidators. These are all Category 1 disbursements, none of which were incurred during the recent annual period.

No disbursements have been paid due to the lack of realisations.

## **7. FINAL MEETINGS AND CLOSURE OF LIQUIDATION**

### **7.1. Final meetings**

A notice convening the final meetings of members and creditors is enclosed with this report, together with a form of proxy.

Insolvency Rule 4.60 requires us to have regard for the convenience of attendees when convening a meeting. In our experience members or creditors seldom attend these meetings and, to avoid unnecessary costs, the meetings are being held at our Birmingham office. Should any member or creditor wishing to attend the meeting consider the proposed venue inconvenient, we will consider reconvening the meetings at an alternative venue to be agreed. Any request to reconvene should be made within the next seven days so that we may ensure that all members and creditors are aware of any revised arrangement.

Please note that the meetings are purely a formality and that there is no necessity to attend. However to assist us in our duties we would value your view on the resolution set out on the enclosed form of proxy and we would be grateful if this could be signed and returned to us by 22 May 2014. You may fax this to us if you wish.

## **7.2. Release of Liquidator**

We can advise that our release as Joint Liquidators will be effective on the filing of our account of the final meeting with the Registrar of Companies.

## **7.3 Dissolution of the company**

The company will be dissolved automatically (cease to exist) three months after we file details of our release with the Registrar of Companies

## **8. CREDITORS' RIGHT TO INFORMATION AND ABILITY TO CHALLENGE REMUNERATION AND EXPENSES**

In accordance with the provisions of Rules 4.49E and 4.131 of the Insolvency Rules 1986 creditors have a right to request further information about remuneration or expenses and to challenge such remuneration or expenses

A request for further information must be made in writing within 21 days of receipt of this report

Any secured creditor, or any unsecured creditor with either the concurrence of at least 10% in value of the unsecured creditors (including that creditor) or the permission of the court, may apply to court that the remuneration charged, the basis fixed or expenses incurred by the liquidator are in all the circumstances excessive

Any such challenge must be made no later than eight weeks after receipt of the report which first discloses the charging of remuneration or incurring of the expenses in question

Should you have any further queries please do not hesitate to contact Patrick Longley on 0121 214 3180



**G E B Mander**  
**Baker Tilly Restructuring and Recovery LLP**  
**Joint Liquidator**

Guy Mander and Graham Bushby are licensed to act as Insolvency Practitioners in the UK by the Institute of Chartered Accountants in England and Wales

## Appendix A

### COMPANY INFORMATION

|                       |   |
|-----------------------|---|
| Company Name          | All About Leads Limited   |
| Functions             | <p>The Joint Liquidators' appointment specified that they would have power to act jointly and severally</p> <p>The Joint Liquidators have exercised, and will continue to exercise, all of their functions jointly and severally as stated in the notice of appointment</p> |
| Joint Liquidators     | <p>Guy Mander – appointed 26 May 2011<br/>Graham Bushby – appointed 10 October 2012</p> <p>Previously</p> <p>Lynn Bailey and Andrew Sheridan both appointed 18 January 2011 Released 26 May 2011 and 10 October 2012 respectively.</p>                                      |
| Date of Appointment   | 18 January 2011   |
| Date of Incorporation | 14/09/2007  |
| Trading Name          | All About Leads   |
| Trading Address       | Castlemead, Lower Castle Street, Bristol, BS1 3AG   |
| Principal Activity    | Trading leads for the sale of financial services products   |
| Registered Office     | <p>c/o Baker Tilly Restructuring and Recovery LLP, St Philips Point, Temple Row, Birmingham B2 5AF</p> <p>Previously<br/>Castlemead, Lower Castle Street, Bristol, BS1 3AG</p>  |

### BAKER TILLY RESTRUCTURING AND RECOVERY LLP

#### CHARGING, EXPENSES AND DISBURSEMENTS POLICY STATEMENT

##### Charging policy

- Partners, directors, managers, administrators, cashiers, secretarial and support staff are allocated an hourly charge out rate which is reviewed from time to time
- Work undertaken by cashiers, secretarial and support staff will be or has been charged for separately and such work will not or has not also been charged for as part of the hourly rates charged by partners, directors, managers and administrators
- Time spent by partners and all staff in relation to the insolvency estate is charged to the estate
- Time is recorded in 6-minute units at the rates prevailing at the time the work is done
- The current charge rates for Baker Tilly Restructuring and Recovery LLP Birmingham are attached
- Time billed is subject to Value Added Tax at the applicable rate, where appropriate
- It is the office holder's policy to ensure that work undertaken is carried out by the appropriate grade of staff required for each task, having regard to its complexity and the skill and experience actually required to perform it
- Baker Tilly Restructuring and Recovery LLP's charge out rates are reviewed periodically.

##### Expenses and disbursements policy

- Only expenses and disbursements properly incurred in relation to an insolvency estate are re-charged to the insolvency estate.
- Expenses and disbursements which comprise external supplies of incidental services specifically identifiable to the insolvency estate require disclosure to the relevant approving party, but do not require approval of the relevant approving party prior to being drawn from the insolvency estate. These are known as "Category 1" disbursements
- Expenses and disbursements which are not capable of precise identification and calculation (for example any which include an element of shared or allocated costs) or payments to outside parties that the firm or any associate has an interest, require the approval of the relevant approving party prior to being drawn from the insolvency estate. These are known as "Category 2" disbursements
- A resolution to consider approving "Category 2" disbursements at the rates prevailing at the time the cost is incurred to Baker Tilly Restructuring and Recovery LLP Birmingham will be proposed to the relevant approving party in accordance with the legislative requirements
- General office overheads are not re-charged to the insolvency estate as a disbursement
- Any payments to outside parties in which the office holder or his firm or any associate has an interest will only be made with the approval of the relevant approving party.
- Expenses and disbursements re-charged to or incurred directly by an insolvency estate are subject to VAT at the applicable rate, where appropriate.

## Appendix C

### BAKER TILLY RESTRUCTURING AND RECOVERY LLP – BIRMINGHAM

#### JOINT LIQUIDATORS' CURRENT CHARGE OUT AND CATEGORY 2 DISBURSEMENT RATES

| HOURLY CHARGE OUT RATES            |                            |                    |
|------------------------------------|----------------------------|--------------------|
|                                    | Rates at commencement<br>£ | Current rates<br>£ |
| Partner                            | 300 to 395                 | 405 to 420         |
| Directors / Associate<br>Directors | 290                        | 318 to 325         |
| Manager                            | 220 to 250                 | 175 to 225         |
| Assistant Managers                 | 150                        | 110 to 155         |
| Administrators                     | 70 to 105                  | 90 to 110          |
| Support staff                      | 70                         | 75                 |

| “CATEGORY 2” DISBURSEMENT RATES |  |
|---------------------------------|--|
| Internal room hire              | £25/£80  |
| Subsistence                     | £25 per night (from 3 September 2013)<br>£23 per night (up to 2 September 2013)  |
| Travel (car)                    | 38p per mile (up to and including 31 March 2010)<br>40p per mile (from 1 April 2010)<br>42 5p per mile (from 1 April 2011) |

## Appendix D

### STATEMENT OF EXPENSES INCURRED BY THE JOINT LIQUIDATORS

| Type and Purpose                        | £             |
|---|---------------|
|   |               |
| Statutory Advertising                   | 357.44        |
| Bonding                                 | 30.00         |
| Legal Fees – Change of Joint Liquidator | 296.00        |
| Postal Redirection                      | 52.00         |
| Meeting Room Hire – Section 98 Meeting  | 112.50        |
|   |               |
| <b>Total</b>                            | <b>847.94</b> |

## JOINT LIQUIDATORS' TIME COST ANALYSIS

FOR THE PERIOD FROM 18 JANUARY 2013 TO 17 JANUARY 2014

| Hours Spent                         | Partners | Directors / Associate Directors | Managers   | Assistant Managers | Administrators | Assistants & Support Staff | Total Hours | Total Time Costs | Average Rates |
|-------------------------------------|----------|---------------------------------|------------|--------------------|----------------|----------------------------|-------------|------------------|---------------|
| <b>Administration and Planning</b>  |          |                                 |            |                    |                |                            |             |                  |               |
| Case Management                     | 0 0      | 0 0                             | 3 0        | 0 0                | 1 4            | 3 0                        | 7 4         | £ 1,048 00       | 141 62        |
| Tax Matters                         | 0 0      | 0 0                             | 0 0        | 0 0                | 0 4            | 0 0                        | 0 4         | £ 44 00          | 110 00        |
| Total                               | 0 0      | 0 0                             | 3 0        | 0 0                | 1 8            | 3 0                        | 7 8         | £ 1,092 00       | 140 00        |
| <b>Realisation of Assets</b>        |          |                                 |            |                    |                |                            |             |                  |               |
| Assets - general/other              | 0 0      | 0 0                             | 0 0        | 0 0                | 0 1            | 0 0                        | 0 1         | £ 11 00          | 110 00        |
| Total                               | 0 0      | 0 0                             | 0 0        | 0 0                | 0 1            | 0 0                        | 0 1         | £ 11 00          | 110 00        |
| <b>Creditors</b>                    |          |                                 |            |                    |                |                            |             |                  |               |
| Other Creditor Meetings and Reports | 0 0      | 0 0                             | 2 2        | 0 0                | 2 9            | 0 0                        | 5 1         | £ 814 00         | 159 61        |
| Total                               | 0 0      | 0 0                             | 2 2        | 0 0                | 2 9            | 0 0                        | 5 1         | £ 814 00         | 159 61        |
| <b>Total Hours</b>                  | 0 0      | 0 0                             | 5 2        | 0 0                | 4 8            | 3 0                        | 13 0        | £ 1,917 00       | 147 46        |
| <b>Total Time Costs</b>             | £ 0 00   | £ 0 00                          | £ 1,170 00 | £ 0 00             | £ 522 00       | £ 225 00                   | £ 1,917 00  |                  |               |
| <b>Total Hours</b>                  | 0 0      | 0 0                             | 5 2        | 0 0                | 4 8            | 3 0                        | 13 0        | £ 1,917 00       | 147 46        |
| <b>Total Time Cost</b>              | £ 0 00   | £ 0 00                          | £ 1,170 00 | £ 0 00             | £ 522 00       | £ 225 00                   | £ 1,917 00  |                  |               |
| <b>Average Rates</b>                | 0 00     | 0 00                            | 225 00     | 0 00               | 108 75         | 75 00                      | 147 46      |                  |               |

Please note that we have re-designed our SIP9 analysis table to provide a more detailed analysis of the grades of staff within the firm. Please note that this change does not alter the value of time costs recorded, purely the column within the table to which that time, and cost, has been allocated.

## JOINT LIQUIDATORS' TIME COST ANALYSIS

## FOR THE PERIOD FROM 18 JANUARY 2011 TO DATE

| Hours Spent                                     | Partners        | Directors / Associate Directors | Managers          | Assistant Managers | Administrators    | Assistants & Support Staff | Total Hours        | Total Time Costs   | Average Rates |
|---|-----------------|---------------------------------|-------------------|--------------------|-------------------|----------------------------|--------------------|--------------------|---------------|
| <b>Administration and Planning</b>              |                 |                                 |                   |                    |                   |                            |                    |                    |               |
| Appointment                                     | 0.5             | 0.0                             | 0.3               | 0.0                | 6.2               | 0.0                        | 7.0                | £ 562.60           | 80.37         |
| Case Management                                 | 0.7             | 0.0                             | 18.6              | 0.0                | 11.4              | 3.0                        | 33.7               | £ 5,770.70         | 171.24        |
| Closure   | 0.0             | 0.0                             | 0.0               | 0.0                | 1.0               | 0.0                        | 1.0                | £ 110.00           | 110.00        |
| Post-appointment - general                      | 0.0             | 0.0                             | 5.0               | 0.0                | 3.0               | 0.0                        | 8.0                | £ 1,385.90         | 173.24        |
| Receipts and Payments                           | 0.0             | 0.0                             | 0.0               | 0.0                | 0.1               | 0.0                        | 0.1                | £ 4.80             | 48.00         |
| Tax Matters                                     | 0.1             | 0.0                             | 0.5               | 0.0                | 3.1               | 0.0                        | 3.7                | £ 470.60           | 127.19        |
| <b>Total</b>                                    | <b>1.3</b>      | <b>0.0</b>                      | <b>24.4</b>       | <b>0.0</b>         | <b>24.8</b>       | <b>3.0</b>                 | <b>53.5</b>        | <b>£ 8,304.60</b>  | <b>155.23</b> |
| <b>Investigations</b>                           |                 |                                 |                   |                    |                   |                            |                    |                    |               |
| Investigations/CDDA                             | 0.3             | 0.0                             | 7.0               | 0.0                | 3.3               | 0.0                        | 10.6               | £ 2,056.50         | 194.01        |
| <b>Total</b>                                    | <b>0.3</b>      | <b>0.0</b>                      | <b>7.0</b>        | <b>0.0</b>         | <b>3.3</b>        | <b>0.0</b>                 | <b>10.6</b>        | <b>£ 2,056.50</b>  | <b>194.01</b> |
| <b>Realisation of Assets</b>                    |                 |                                 |                   |                    |                   |                            |                    |                    |               |
| Assets - general/other                          | 0.0             | 0.0                             | 0.0               | 0.0                | 0.1               | 0.0                        | 0.1                | £ 11.00            | 110.00        |
| Debtors & sales finance                         | 0.0             | 0.0                             | 2.2               | 0.0                | 1.7               | 0.0                        | 3.9                | £ 682.00           | 174.87        |
| <b>Total</b>                                    | <b>0.0</b>      | <b>0.0</b>                      | <b>2.2</b>        | <b>0.0</b>         | <b>1.8</b>        | <b>0.0</b>                 | <b>4.0</b>         | <b>£ 693.00</b>    | <b>173.25</b> |
| <b>Creditors</b>                                |                 |                                 |                   |                    |                   |                            |                    |                    |               |
| 1st creditors/shareholders meetings and reports | 0.0             | 0.0                             | 0.0               | 0.0                | 1.0               | 0.0                        | 1.0                | £ 71.50            | 71.50         |
| Employees                                       | 0.0             | 0.0                             | 0.1               | 1.7                | 0.5               | 0.0                        | 2.3                | £ 369.00           | 160.43        |
| Other Creditor Meetings and Reports             | 0.0             | 0.0                             | 4.5               | 0.0                | 7.5               | 0.0                        | 12.0               | £ 1,765.50         | 147.13        |
| Preferential Creditors                          | 0.0             | 0.0                             | 0.0               | 0.0                | 0.2               | 0.0                        | 0.2                | £ 22.00            | 110.00        |
| Unsecured Creditors                             | 0.0             | 0.5                             | 0.0               | 0.0                | 1.9               | 0.0                        | 2.4                | £ 297.20           | 123.83        |
| <b>Total</b>                                    | <b>0.0</b>      | <b>0.5</b>                      | <b>4.6</b>        | <b>1.7</b>         | <b>11.1</b>       | <b>0.0</b>                 | <b>17.9</b>        | <b>£ 2,525.20</b>  | <b>141.07</b> |
| <b>Total Hours</b>                              | <b>1.6</b>      | <b>0.5</b>                      | <b>38.2</b>       | <b>1.7</b>         | <b>41.0</b>       | <b>3.0</b>                 | <b>86.0</b>        | <b>£ 13,579.30</b> | <b>157.90</b> |
| <b>Total Time Cost</b>                          | <b>£ 634.00</b> | <b>£ 145.00</b>                 | <b>£ 8,560.00</b> | <b>£ 297.50</b>    | <b>£ 3,717.80</b> | <b>£ 225.00</b>            | <b>£ 13,579.30</b> |                    |               |
| <b>Total Hours</b>                              | <b>1.6</b>      | <b>0.5</b>                      | <b>38.2</b>       | <b>1.7</b>         | <b>41.0</b>       | <b>3.0</b>                 | <b>86.0</b>        | <b>£ 13,579.30</b> | <b>157.90</b> |
| <b>Total Time Cost</b>                          | <b>£ 634.00</b> | <b>£ 145.00</b>                 | <b>£ 8,560.00</b> | <b>£ 297.50</b>    | <b>£ 3,717.80</b> | <b>£ 225.00</b>            | <b>£ 13,579.30</b> |                    |               |
| <b>Average Rates</b>                            | <b>396.25</b>   | <b>290.00</b>                   | <b>224.08</b>     | <b>175.00</b>      | <b>90.68</b>      | <b>75.00</b>               | <b>157.90</b>      |                    |               |

Please note that we have re-designed our SIP9 analysis table to provide a more detailed analysis of the grades of staff within the firm. Please note that this change does not alter the value of time costs recorded, purely the column within the table to which that time, and cost, has been allocated.

## **NOTES TO APPENDICES E & E1**

### **JOINT LIQUIDATORS' TIME COST ANALYSIS**

#### **a) Administration and Planning**

This includes dealing with the commencement of the case administration, together with day-to-day case administration duties, maintenance of records and ongoing statutory obligations. These include but are not limited to handling receipts and payments, VAT and Income tax issues, pension queries and general correspondence. Other matters which are required to be dealt with as part of the appointment and which will fall under this heading include case planning and strategy, case reviews, bonding, maintenance and obtaining books and records, general meetings / correspondence, statutory and other advertising, insurance, re-directed mail, and statutory reports.

#### **b) Investigations**

Where appropriate this will include such matters as investigation of pre-appointment transactions in accordance with the relevant Statement of Insolvency Practice (SIP 2), and the investigation of any potential antecedent transactions such as transactions at under value and preferences which may result in legal action resulting in a recoverable asset.

#### **c) Realisation of Assets**

This includes dealing with all aspects of the realisation of assets including identifying, securing and insuring assets, and (where applicable), property, business and asset sales, retention of title claims and debt collection. Other matters dealt with during the case administration which will relate to asset realisation may commonly include effecting disclaimers, dealing with landlords, liaising with agents, undertaking inventories, meetings with purchasers / directors, arranging collection of leased assets, obtaining insurance, pursuing antecedent claims identified as part of the investigation work set out above. Details of the specific asset realisation work undertaken on this case are set out in the main body of the report. Asset realisation is considered to be a key aspect of the case administration.

#### **d) Trading**

Where the business of the company has been traded (by the liquidator(s)) following the appointment our staff will have had to set up accounts with suppliers in order to trade on an ongoing basis. Payments to suppliers and general correspondence with these have been undertaken. Where trading has ceased, accounts will have been closed and final bills paid. Other matters will also have been dealt with in accordance with the usual trading obligations such as dealing with employees and payroll.

#### **e) Creditors**

Queries from and correspondence with creditors and employees have been necessary aspects of the case administration process. Reports to creditors are also an important part of ongoing matters relating to this aspect of the case.

#### **f) Case Specific Matters**

Any case specific matters will generally be set out in the body of the report but will commonly include meetings, correspondence and telephone calls relating to specific issues in the case which do not fall into any the categories set out above and are specific to the case in question. This may include work done in relation to litigation, general advice or other major issues.

**Notice to Members and Creditors of Meetings**

**ALL ABOUT LEADS LIMITED IN LIQUIDATION**  
**COMPANY NO: 06148888**

A general meeting of the members of the above named company has been summoned by the Joint Liquidator, to be followed by a meeting of the creditors, under Section 106 of the Insolvency Act 1986 (as amended) for the purpose of

Receiving an account showing the manner in which the winding up has been conducted and the property of the company disposed of, and of hearing any explanation that may be given by the Joint Liquidators

Considering whether the joint liquidators should be released in accordance with Section 173(2)(e) of the Insolvency Act 1986

The meetings will be held as follows -

Date 23 May 2014

Time Members' meeting 10 00am  
Creditors' meeting 10 15am

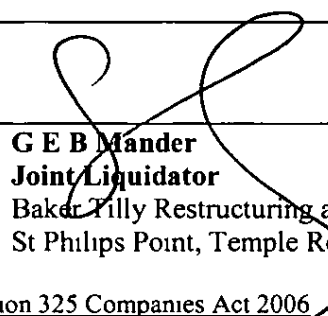
Place Baker Tilly Restructuring and Recovery LLP, St Philips Point, Temple Row, Birmingham, B2 5AF

Insert date and time by which proxy is to be lodged which should be not more than 4 days before the date fixed for the meeting

A proxy form is enclosed which must be lodged with me not later than 12noon on 22 May 2014 to entitle you to vote by proxy at the meeting together with a completed proof of debt form if you have not already lodged one

Dated 14 March 2014

Signed

  
**G E B Mander**  
**Joint Liquidator**  
Baker Tilly Restructuring and Recovery LLP  
St Philips Point, Temple Row, Birmingham B2 5AF

Statement of rights under Section 325 Companies Act 2006

A member of a company is entitled to appoint another person as his proxy to exercise all or any of his rights to attend and to speak and vote at a meeting of the company

A member may appoint more than one proxy in relation to a meeting, provided that each proxy is appointed to exercise the rights attached to a different share or shares held by him

A proxy need not be a member of the Company

Members' Proxies to be used at the company meeting must be lodged with Baker Tilly Restructuring and Recovery LLP St Philips Point, Temple Row, Birmingham B2 5AF no later than 12 noon on 22 May 2014

**Proxy (Members' or Creditors' Voluntary Winding Up)****All About Leads Limited In Liquidation**

Name of Creditor/Member

Address

Please insert name of person (who must be 18 or over) or the chairman of the meeting (see note below) if you wish to provide for alternative proxy holders in the circumstances that your first choice is unable to attend please state the name(s) 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 my/the creditor's/member's proxy holder at the meeting of creditors/members to be held on 23 May 2014, or at any adjournment of that meeting. 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)

Any other resolutions which the proxy-holder is to propose or vote in favour of or against should be set out in numbered paragraphs in the space provided. If more room is required please use the other side of this form

- 1 That the joint liquidators be released in accordance with the provision of section 173(2)(e) of the Insolvency Act 1986 as soon as a return of the final meetings is sent to the Registrar of Companies in accordance with section 106(3) of the Insolvency Act 1986

**FOR/AGAINST**

This form must be signed

Signature

Date

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

Name in CAPITAL LETTERS

Position with creditor/member or relationship to creditor/member or other authority for signature

Please note that if you nominate the chairman of the meeting to be your proxy-holder he will either be a director of the company or the current liquidator.  
Remember there may be resolutions on the other side of this form