

The Insolvency Act 1986

**Administrator's progress report**

<b>Name of company</b> ASRR Limited	<b>Company number</b> 06734599
<b>In the</b> High Court of Justice, Chancery Division, Companies Court [full name of court]	<b>Court case number</b> 3940 of 2015

We  
Susan Maund  
White Maund  
44-46 Old Steine  
Brighton  
BN1 1NH

Thomas D'Arcy  
White Maund  
44-46 Old Steine  
Brighton  
BN1 1NH

Joint Administrators of the above company attach a progress report for the period

From

to

12 June 2015

25 September 2015

Signed *S Maund*Dated *2 Oct 2015***Contact Details**

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

sam@whitemaund.co.uk	
White Maund	
44-46 Old Steine Brighton BN1 1NH	Tel 01273 731144
DX Number	DX Exchange

When you have completed and signed this form please send it to the Registrar of Companies at

Companies House, Crown Way, Cardiff, CF14 3UZ

DX 33050 Cardiff



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COMPANIES HOUSE

# **Joint Administrators' Final Progress Report**

**For the Period 12 June 2015 to 25 September 2015**

**ASRR Limited formerly Anthem AV Solutions Limited – In  
Administration**

**2 October 2015**

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**1 Statutory Information**

- 1 1 I, together with my partner Thomas D'Arcy, was appointed Joint Administrator of ASRR Limited formerly Anthem AV Solutions Limited ("the Company") on 12 June 2015. The application for the appointment of an Administrator was made by a creditor of the Company.
- 1 2 This Administration is being handled by White Maund, situated at 44-46 Old Steine, Brighton, BN1 1NH.
- 1 3 The Administration is registered in the High Court of Justice, Chancery Division, under reference 3940 of 2015.
- 1 4 The trading address of the Company was Steinway House, Worth Farm, Worth Lane, Little Horsted, East Sussex, TN22 5TT. The business traded under the name Anthem AV Solutions.
- 1 5 The registered office of the Company is 44-46 Old Steine, Brighton, BN1 1NH and its registered number is 06734599.

**2 Joint Administrators' Proposals**

- 2 1 As previously advised, the Joint Administrators must perform their functions with the purpose of achieving one of the following objectives:
- rescuing the Company as a going concern,
  - achieving a better result for the Company's creditors as a whole than would be likely if the Company were wound up (without first being in Administration), or
  - realising property in order to make a distribution to one or more secured or preferential creditors.
- 2 2 Creditors may recall from my proposals that objective one was not deemed as being achievable and as such objective two was pursued by selling the Company's business and assets to a third party. I would confirm that the sale successfully completed on 17 July 2015 following a trading period within the administration whilst the sale was agreed.
- 2 3 For further information regarding the background to my appointment and my strategy for the administration I would refer creditors to my proposals.
- 2 4 I can confirm that there has been no major deviation from my original strategy in the administration.

**3 Progress of the Administration**

- 3 1 Attached at Appendix A is my Receipts and Payments Account for the period from 12 June 2015 to 25 September 2015
- 3 2 Upon appointment, I have proceeded to trade the Company's business whilst I searched for a purchaser for the Company's business and assets. The trading period continued until 17 July 2015 where contracts for the sale were exchanged and the sale completed. Prior to accepting the offer for the business and assets, SIA Group (London) Ltd, a firm of independent valuers, valued the Company's business and assets and were consulted prior to accepting the offer from the purchaser as to whether or not the price being paid by the purchaser was reasonable. Once we were in receipt of positive advice from our agent, the offer was accepted and instructions were issued to our solicitors to draft the asset sale agreement.
- 3 3 Since the completion of the sale, I have been collecting book debts and outstanding balances from the Company's former customers and I anticipate that this will continue into the liquidation period after which a distribution will be declared to the unsecured creditors.

**4 Joint Administrators' Remuneration**

- 4 1 The creditors approved that the basis of the Joint Administrators' remuneration be fixed by reference to the time properly spent by my staff and I in managing the Administration.
- 4 2 The Joint Administrators' time costs at 25 September 2015 are £38,396. This represents 270 hours at an average rate of £142 per hour.
- 4 3 Attached as Appendix B is a Time Analysis which provides details of the activity costs incurred by staff grade during this final period in respect of the costs fixed by reference to time properly spent by me in managing the Administration.
- 4 4 The following is a narrative summary of the tasks carried out by us: --

**Administration and Planning**

- 4 5 This includes day-to-day administrative duties and dealing with statutory duties and responsibilities, including advertising notice of the Administration, providing notice to creditors and filing necessary documents at Companies House. Other duties include handling and recording receipts and payments, VAT and Corporation Tax issues such as the accounting for VAT and PAYE/NIC and general correspondence.

**Investigations**

- 4 6 In accordance with our statutory obligations under the Company Directors' Disqualification Act 1986, we will be required to have filed the appropriate documentation on the conduct of

the directors with the Department of Business, Enterprise & Regulatory Reform This has now been completed

**Realisation of Assets**

- 4 7 My staff have been assisting with various matters such as preparing sale documents, handling queries from interested parties and obtaining valuations of assets In addition we have been corresponding with the Company's debtors in order to realise outstanding book debts due to the Company

**Trading**

- 4 8 My staff and I have had to compile and monitor sales information from the Company, attend site to review strategy with the management team and collect and account for takings in order to trade on an ongoing basis Certain aspects of trading have led to large time demands upon my staff

**Creditors**

- 4 9 Queries from employees and correspondence with creditors have been necessary aspects of the administration process The preparation of the Joint Administrators' Proposals has been undertaken including the attendant aspects of providing and obtaining the required information, convening the creditors' meeting etc
- 4 10 Attached as Appendices C, D and E is additional information in relation to this firm's policy on staffing, the use of subcontractors, disbursements and details of our current charge-out rates by staff grade
- 4 11 Since the date of my last progress report, the following Category 2 disbursements have been incurred but not yet drawn
- Mileage £226
- 4 12 The total fees drawn since my appointment are £30,000 plus disbursements of £396 in respect of a specific bond and I can confirm no further amounts will be drawn
- 4 13 A copy of 'A Creditors' Guide to Administrators' Fees' is available on request or can be downloaded from [www.icaew.com/en/technical/insolvency/creditors-guides](http://www.icaew.com/en/technical/insolvency/creditors-guides)
- 4 14 The balance of the Joint Administrators' time costs will be written off

## 5 Joint Administrators' Expenses

5.1 Details of expenses incurred by the Joint Administrators during the period since the last progress report to creditors are outlined below together with an explanation, where applicable, as to why any of these expenses remain unpaid

Supplier / Service Provider	Nature of expense incurred	Amount incurred to date £	Paid to date £	Amount Outstanding* £
Direct Labour	Employees wages incurred during the trading period of the administration	13,008	13,008	-
Indirect Labour	Freelance workshop assistant employed when required during the trading period of the administration	2,300	2,300	-
Rents	Payments in respect of monthly rent due to the landlord whilst the administrators were in occupation of the Company's premises and whilst the purchasers were in occupation under a licence to occupy	6,000	6,000	-
Carnage (TNT & UPS)	Costs incurred by maintaining payments to carriers so that shipments from the Company to customers could continue	8,570	8,570	-
Broadband (Avonline plc)	Costs incurred to ensure that the Company had satellite broadband service throughout the Company's trading period	130	130	-
Lease/HP Payments (Volkswagen Finance)	Payments made in respect of monthly instalments for the motor vehicle being used by an employee of the Company	1,107	1,107	-
Cleaning	Payments made in respect of weekly cleaning of the Company's premises	400	400	-
Staff Expenses	Reimbursement of expenses incurred by the Company's staff during the trading period of the administration	3,292	3,292	-
Specific Bond (Willis Group)	Specific bond required for the administrators appointment	396	396	-
Accountant's fees (Simmons Gainsford LLP)	Accountant's fees in respect of bookkeeping and provision of information in respect of the Company. Time charged includes visits onsite. Included within this figure are the fees incurred in relation to payroll	7,975	7,975	-
Payment to Paradigm	A condition of the sale agreed with the purchaser was that Paradigm, the Company's principle creditor, would be paid out in full by the purchaser from the completion monies. This was required in order to secure Paradigm's agreement to supply the purchaser going forward	84,503	84,503	-
Legal Fees (Rix & Kay Solicitors LLP)	These payments represent the cost incurred in securing the appointment of the administrator and drafting the sale documents for the Company business and assets	26,635	26,635	-

**ASRR LIMITED FORMERLY ANTHEM AV SOLUTIONS LIMITED - IN ADMINISTRATION**

Counsel's Fees (Rix & Kay Solicitors LLP)	Reimbursement of Counsel's fees incurred by Rix & Kay Solicitors LLP in respect of the administrators' appointment	9,168	9,168	-
PAYE & NI (HM Revenue & Customs)	Payments made to HM Revenue & Customs in respect of PAYE and NI deductions from employees' wages	4,791	4,791	-
Stock (Sim2)	Payments made in respect of stock sold by the administrators during the trading period of the administration	10,594	10,594	-
Stock (Paradigm)	Payments made in respect of stock sold by the administrators during the trading period of the administration	11,912	11,912	-
Stock (Screen Innovations)	Payments made in respect of stock sold by the administrators during the trading period of the administration	1,618	1,618	-
Stock (US Screen Corp)	Payments made in respect of stock sold by the administrators during the trading period of the administration	2,989	2,989	-

**6 Investigations**

- 6.1 In accordance with the Company Directors Disqualification Act 1986 I have submitted a report on the conduct of the Directors of the Company to the Department for Business Innovation & Skills (BIS). As this is a confidential report, I am not able to disclose the contents.

**7 Unrealised Assets**

- 7.1 The only assets remaining to be realised are book debts/sales receipts and the balance from the Company's former card sales service provider for sales received prior to my appointment. I have been advised that this will not be received until November 2015 due to internal compliance in respect of charge-backs.

**8 Outcome for Creditors****Unsecured Creditors**

- 8.1 I have received claims totalling £12,311 from eight creditors. I have yet to receive claims from 25 creditors whose debts total £64,602 as per the Company's books and records.
- 8.2 I would advise that I anticipate paying the unsecured creditors in full in this matter, including statutory interest where appropriate.



**9 Creditors' rights**

- 9 1 Within 21 days of the receipt of this report, a secured creditor, or an unsecured creditor (with the concurrence of at least 5% in value of the unsecured creditors) may request in writing that the Joint Administrators provide further information about his remuneration or expenses (other than pre-administration costs) which have been itemised in this progress report
- 9 2 Any secured creditor, or an unsecured creditor (with the concurrence of at least 10% in value of the unsecured creditors) may within 8 weeks of receipt of this progress report make an application to court on the grounds that, in all the circumstances, the basis fixed for the Joint Administrators' remuneration is inappropriate and/or the remuneration charged or the expenses incurred by the Joint Administrators, as set out in this progress report, are excessive

**10 Ending the Administration**

- 10 1 Creditors may recall from my proposals that an exit by way of Creditors' Voluntary Liquidation has been chosen as the appropriate method to declare a distribution to the Company's unsecured creditors
- 10 2 The Administrator was discharged from liability under Paragraph 98(3) of Schedule B1 to the Insolvency Act 1986 following his appointment as Administrator ceasing to have effect on 25 September 2015

For and on behalf of  
ASRR Limited formerly Anthem AV Solutions Limited – In Administration



Susan Maund  
Joint Administrator

**ASRR Limited formerly Anthem AV Solutions Limited  
(In Administration)**

**Receipts and Payments Account from 12 June 2015 to 25 September 2015  
together with a trading account**

From 12/06/2015  
To 25/09/2015

**ASSET REALISATIONS**

Fixed Assets	12,000 00
Stock	48,982 52
Book Debts	4,401 50
Tax Refund	3,719 24
Cash at Bank	144,472 38
Goodwill	75,000 00
Bank Interest Gross	50 16
Trading Deficit	(12,427 36)
Petty Cash	41 96
	<hr/> 276,240 40

**COST OF REALISATIONS**

Specific Bond	396 00
Administrators' Pre Appointment Costs	3,828 00
Administrators' Remuneration	30,000 00
Accountant's Fees	7,975 28
Payment to Paradigm	84,502 65
Legal Fees - Pre Appointment	26,634 60
PAYE & NI - Preferential Dividend	292 93
Counsel's Fees	9,168 00
	<hr/> (162,797 46)

**PREFERENTIAL CREDITORS**

Employee Arrears/Hol Pay	622 45
	<hr/> (622 45)

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**112,820.49**

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**REPRESENTED BY**

Vat Receivable	24,021 17
Bank 1 Current	100,156 97
Vat Payable	(11,357 65)
	<hr/> <b>112,820 49</b> <hr/>

Note Receipts and payments are shown net of VAT

**ASRR Limited formerly Anthem AV Solutions Limited  
(In Administration)**

**Joint Administrators' Trading Account**

**From 12/06/2015**

**To 25/09/2015**

**POST APPOINTMENT SALES**

Sales	54,281 92
	<u>54,281 92</u>

**PURCHASES**

Stock	27,111 93
	<u>(27,111 93)</u>

**OTHER DIRECT COSTS**

Direct Labour	13,007 86
	<u>(13,007 86)</u>

**TRADING EXPENDITURE**

Indirect Labour	2,300 00
Rents	6,000 00
Carriage	8,569 75
Broadband	129 95
Lease/HP Payments	1,106 64
Cleaning	400 00
PAYE & NI	4,790 93
Staff Expenses	3,292 22
	<u>(26,589 49)</u>
<b>TRADING SURPLUS/(DEFICIT)</b>	<u><b>(12,427 36)</b></u>

N B The trading account is subject to further sales receipts which it is anticipated will adjust the trading deficit currently shown

Time Analysis for the period from 12 June 2015 to 25 September 2015

ANAYSO - ASRR Limited formerly Anthem AV Solutions Limited  
All Post Appointment Project Codes  
From 12/06/2015 To 25/09/2015

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Admin & Planning	59.80	0.30	84.70	3.20	148.00	24,234.50	163.75
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors	3.90	0.60	24.90	0.20	29.60	3,548.00	119.86
Investigations	0.00	0.00	0.50	0.00	0.50	47.50	95.00
Realisation of Assets	4.80	0.10	22.00	0.00	26.90	3,343.50	124.29
Trading	8.10	0.00	54.70	2.10	64.90	7,222.00	111.28
Total Hours	76.60	1.00	186.80	5.50	269.90	38,395.50	142.26
Total Fees Claimed						30,000.00	
Total Disbursements Claimed						0.00	

Summary of chargeout rates for staff members involved with this case

Grade Category	Minimum Rate	Maximum Rate
Partner	265	275
Other Senior Professional	65	125
Manager	185	195
Assistants & Support Staff	65	65

**Additional Information in Relation to Joint Administrators' Fees  
Pursuant to Statement of Insolvency Practice 9**

**Appendix C**

**1 Policy**

Detailed below is White Maund's policy in relation to

- staff allocation and the use of sub-contractors,
- professional advisors, and
- disbursements

**1.1 Staff Allocation and the use of Sub-contractors**

The general approach to resourcing our assignments is to allocate staff with the skills and experience to meet the specific requirements of the case

The constitution of the case team will usually consist of a Director, a Manager, and an Administrator or Assistant. The exact constitution of the case team will depend on the anticipated size and complexity of the assignment and the experience requirements of the assignment. The charge out rate schedule below provides details of all grades of staff and their experience level.

We have not utilised the services of any sub-contractors in this case.

**1.2 Professional Advisors**

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

Name of Professional Advisor	Basis of Fee Arrangement
Rix and Kay Solicitors LLP (Legal advice)	Hourly rate and disbursements
Simmons Gainsford LLP (accountant and bookkeeping)	Hourly rate and disbursements
SIA Group (London) Ltd (valuation and disposal advice)	Fixed fee

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

**2 White Maund's disbursements and charge out rate policies are attached as Appendices D and E**

**WHITE MAUND**  
**CURRENT HOURLY CHARGE OUT RATES**  
**AS AT 1 JUNE 2015**

<b>Grade</b>	<b>Current charge out rate (£)</b>
Directors	275
Manager	195
Administrators	80 - 115
Assistants & Support Staff	65

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. White Maund charge out rates are reviewed periodically.

**"CATEGORY 2" DISBURSEMENTS**

Authority to draw Category 2 disbursements as detailed on the attached schedule was approved at the meeting of creditors.

**CHARGING, EXPENSES AND DISBURSEMENTS POLICY STATEMENT**

**Charging policy**

- 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 directors, managers and administrators
- Time spent by directors and all staff in relation to the insolvency estate is charged to the estate
- Time is recorded in 6-minute units
- The current charge rates are attached
- Time billed is subject to Value Added Tax (VAT) at the applicable rate

**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 creditors, but do not require creditors' approval 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) require the approval of creditors 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 attached rates applicable to Brighton will be proposed to creditors' in general meeting
- 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 creditors
- Where applicable, expenses and disbursements re-charged to or incurred directly by an insolvency estate are subject to VAT at the applicable rate

# **WHITE MAUND DISBURSEMENTS CHARGING POLICY**

**1 August 2015**

It is this firm's policy to make the following charges for disbursements and expenses in relation to all formal appointments

## **CIRCULARS TO MEMBERS/CREDITORS**

- |  |                  |
|--|------------------|
| • Labels   | £0 01 each       |
| • Headed paper                                       | £0 03 per sheet  |
| • Plain paper  | £0 01 per sheet  |
| • Large envelopes                                    | £0 10 each       |
| • Medium envelopes                                   | £0 05 each       |
| • Small envelopes                                    | £0 03 each       |
| • Postage actual cost for relevant postal class used |                  |
| • Lever arch files                                   | £0 96 per file   |
| • A-Z dividers                                       | £0 50 per set    |
| • 1-31 dividers                                      | £0 89 per set    |
| • Coloured dividers (5 part)                         | £0 11 per set    |
| • Coloured dividers (10 part)                        | £0 23 per set    |
| • Multi-punch pockets                                | £0 15 per pocket |
| • Storage boxes                                      | £1 30 per box    |
| • Photocopying                                       | £0 01 per sheet  |

## **TRAVEL**

- Motor travel – 45 pence per mile
- Travel – at actual cost
- Taxi fares – at actual cost
- Car parking – at actual cost

## **SUBSISTENCE**

At actual cost or firm's prevailing overnight flat rate allowance of £23

## **TELEPHONE**

Conference and international calls are charged at cost

## **COMPANY SEARCHES**

At cost incurred

## **CLIENT ID VERIFICATION**

At cost incurred

## **BANK CHARGES**

At cost incurred

## **STORAGE COSTS**

At cost incurred

All the above costs are subject to amendment by the firm at any time, and if amended will be notified annually