

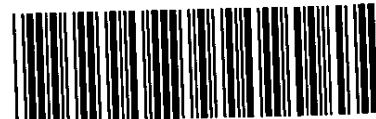
LIQ03

Notice of progress report in voluntary winding up



Companies House

SATURDAY




A26 *A82CADHK* #66
30/03/2019
COMPANIES HOUSE

1	Company details	
Company number	0 7 5 8 1 0 0 8	→ Filling in this form Please complete in typescript or in bold black capitals.
Company name in full	MINICABSTER LIMITED	
2	Liquidator's name	
Full forename(s)	Liam Alexander	
Surname	Short	
3	Liquidator's address	
Building name/number	3 Waterhouse Square	
Street	138 Holborn	
Post town	London	
County/Region		
Postcode	E C 1 N 2 S W	
Country		
4	Liquidator's name ①	
Full forename(s)	Graham Stuart	① Other liquidator Use this section to tell us about another liquidator.
Surname	Wolloff	
5	Liquidator's address ②	
Building name/number	2 Axon	② Other liquidator Use this section to tell us about another liquidator.
Street	Commerce Road	
Post town	Peterborough	
County/Region		
Postcode	P E 2 6 L R	
Country		

LIQ03

Notice of progress report in voluntary winding up

6	Period of progress report																
From date	^d	3	^d	0	^m	0	^m	1	^y	2	^y	0	^y	1	^y	8	
To date	^d	2	^d	9	^m	0	^m	1	^y	2	^y	0	^y	1	^y	9	
7	Progress report																
	<input checked="" type="checkbox"/> The progress report is attached																
8	Sign and date																
Liquidator's signature	Signature																
	 X												X				
Signature date	^d	2	^d	9	^m	0	^m	3	^y	2	^y	0	^y	1	^y	9	

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 **Alastair Fish**

Company name **Elwell Watchorn & Saxton LLP**

Address **2 Axon**

Commerce Road

Post town **Peterborough**

County/Region

Postcode **P E 2 6 L R**

Country

DX

Telephone **01733 235253**



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 or email 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

LAS.GSW.AF.MIN02.7

27 March 2019

TO ALL MEMBERS & CREDITORS

Dear Sirs

**MINICABSTER LIMITED
IN CREDITORS' VOLUNTARY LIQUIDATION****Company number: 07581008****Office holders: Liam Alexander Short and Graham Stuart Wolloff****Date of appointment: 30 January 2017****Previous Registered Office: c/o Boox, 2nd Floor, Port House Marina Keep, Port Solent, Portsmouth, Hampshire, PO6 4TH****Registered Office: c/o Elwell Watchorn & Saxton LLP, 109 Swan Street, Sileby, Leicestershire LE12 7NN**

You will recall that Graham Stuart Wolloff and I were appointed as Joint Liquidators of the above-named company on 30 January 2017. We write to provide all members and creditors of the company with our annual progress report and to seek decisions by correspondence to fix the basis our remuneration and disbursements as required by the legislation.

In accordance with Rule 18.7 of the Insolvency Rules 2016 (as amended), we write to provide all members and creditors of the company with an account of our acts and dealings and of the conduct of the winding-up for the period 30 January 2018 to 29 January 2019. This report should be read in conjunction with our previous reports dated 6 February 2017 and 28 March 2018.

We enclose the following documentation for your attention:

- a) A receipts and payments account.
- b) Our charging policy and fees estimate for remuneration, disbursements and case expenses; with further information including:
 - (i) Notice of decision procedure by correspondence in accordance with rule 15.8 of the Insolvency Rules 2016
- c) Decisions by correspondence – voting form
- d) Notice of intended dividend
- d) Proof of debt form

Tel 01733 235253 / Fax 01733 236391 / Email peterborough@ewslip.co.uk / Web ewslip.co.uk
Elwell Watchorn & Saxton LLP, 2 Axon, Commerce Road, Peterborough PE2 6LR

Elwell Watchorn & Saxton LLP is a limited liability partnership registered in England number OC311000
VAT registration number 655 0983 15
Registered office: 109 Swan Street, Sileby, Loughborough, Leicestershire LE12 7NN
Members: David Watchorn Limited Graham Wolloff Limited Joe Sadler Limited
Nigel Price Limited Liam Short Limited Mark Taitby Limited



We are required to obtain creditor approval for decisions fixing the basis of our remuneration and disbursements. To vote on these decisions, please complete and return the enclosed Creditors decisions by correspondence voting form by ensuring that it is received by me by 23.59pm on 17 April 2019. This form should be returned with a completed Proof of Debt form and supporting statement of account (or other suitable evidence if not already submitted to the liquidators) by the above deadline for your vote to count. It may be returned by post, email or fax.

We seek decisions by correspondence in order to keep costs to the proceedings to a minimum. Rule 15.9(3) requires the return of at least one valid vote in favour by the deadline to approve the proposed decisions, failing which we are required to seek decisions by alternative means which will incur additional cost. Please return the voting form and proof of debt by the deadline above.

Please note that once a vote has been cast, it cannot be changed. Therefore, it is important that, if you wish to seek any modifications to any of the proposed decisions, you provide these to us in writing before submitting your voting form.

Creditors who meet one or more of the statutory thresholds in the attached notice may, within 5 business days from the date of delivery of this notice seeking decisions by correspondence, require the appointees to summon a physical meeting of creditors to consider the matter.

The Charging Policy and Fees estimate enclosure provides an analysis of the work already undertaken in this matter and the estimated fees include the anticipated additional work required to complete the case based on all the information to hand at this stage. The narrative below provides full details of the work completed to date.

Asset realisations

Transfer from Administration Account

We previously reported that £22,007.18 was realised from the Administration which included a VAT refund of £2,114.85.

Book debts and uncashed cheques

At the time of our last progress report we were negotiating a settlement with the Company's card payment provider, Braintree. Many aspects of the arrangement between the Company and Braintree were considered, including incorporation of terms upon which Braintree relied on and the level of charges Braintree now sought to apply to the balance held on their account. We identified that fees sought to be applied by Braintree were not in accordance with the terms, we reviewed the agreement and drafted calculations for the equitable reduction in charges to the company which were spread over a number of months. On finalisation of these calculations, we entered negotiations with Braintree on this basis and managed to agree reductions of their fees totalling £7,096. On adding this to Braintree's original offer of £10,204, the total received was £17,300. Investigation, review and negotiation with Braintree was difficult, predominantly due to Braintree's failure to provide information, documentation and evidence in line with our requests.

From the attached Receipts and Payments Account, the total receipt during the period is £20,521. The balance of £3,221 relates to uncashed cheques for expenses of the Administration. These cheques will be re-issued.

Other Receipts

The only other receipt during the period is for gross bank interest.

Fixed and Floating Charge Creditor

There were no secured or floating charge creditors of the company with available assets secured by either a fixed or floating charge.

Preferential creditors

As explained in previous reports, the only preferential creditors on the estimated statement of affairs were in respect of employees' wages and holiday pay in the sum of £4,299.96. A preferential dividend of 100 pence in the pound (i.e. £4,299.96) was paid on 27 September 2016. No further preferential claims have been received or are expected.

Non-preferential creditors

We confirm that claims have been received totalling the sum of £141,135.11 (of which £49,197.72 is the combined claim received from HM Revenue & Customs) as at the date of this report.

We have not taken steps to formally admit claims at this stage, although in accordance with the attached Notice of intended dividend, a first and final distribution to unsecured creditors will be made within two months of the final date for creditors to prove their claims (i.e. 6 May 2019). A substantial number of trade and expense creditors have however yet to submit their claims. Accordingly, we would request those creditors who wish to submit a claim, and have not already done so, to contact this office as soon as possible or e-mail a.fish@ewslip.co.uk. A proof of debt form is attached. If you have no claim, or do not wish to be included in any dividend, please let us know.

Based on the level of potential claims and estimated further costs, we estimate that the dividend to creditors will be 6p in the £.

Work undertaken

As set out above, we have realised the remaining assets of the company.

As stated in our previous report, no further action or investigation is required in respect of the requirements of Statement of Insolvency Practice 2.

We are required to undertake specific statutory activities which provide no financial benefit to creditors. These activities are detailed in the schedule of further information.

Additionally, we have discharged our statutory duties as Joint Liquidators in the day to day matters associated with the case. The appointees are bound by the Insolvency Code of Ethics when carrying out work relating to the insolvency appointment.

Known outstanding matters – work remaining to be completed

In summary, the following key matters remain outstanding:

- To agree the claims of the non-preferential creditors and subsequently declare a first and final dividend to the non-preferential creditors
- Prepare and submit a final report to creditors

Based on the information currently available, we estimate the remaining time to complete this case being 6 months from the date of this report.

Joint Liquidators' remuneration (including preparation of statement of affairs)

Our previous report explained that we had been granted approval by the creditors by resolutions for fees on a time costs basis to the total value of £10,428.86. We enclose a schedule which provides full details of the estimated budget, the time costs incurred and the Joint Liquidators' disbursements. Per the attached Receipt and Payments Account, the Joint Liquidators have drawn fees totalling £7,500 (excluding VAT).

Our total time costs incurred in this matter have exceeded our budget estimate originally provided to creditors and full details of our time costs to date are provided on the attached schedule. As there is still work currently outstanding regarding the agreement of creditor claims and payment of a first and final dividend to unsecured creditors, we are seeking agreement from creditors to increase our fees under cover of this report.

In summary, the additional work involved in dealing with the settlement with Braintree together with the date of receipt of payment has meant that further work has been needed in the fulfilment of the statutory obligations placed upon us as we have been required to keep the case open for longer than originally anticipated.

A guide to help creditors understand the law and their rights in relation to an insolvency process can be found at: <http://www.creditorinsolvencyguide.co.uk>

Additional information regarding how the liquidator(s) will be paid can be downloaded at: <https://www.r3.org.uk/what-we-do/publications/professional/fees>

Alternatively, a Creditor may obtain a printed copy by contacting this office directly.


Professional advisors engaged

We have instructed professional advisors to assist with the administration and progression of the case. The choice of advisor is based on their relevant experience and ability to perform this type of work, the nature and complexity of the specific assignment and the basis of the fee arrangement negotiated. Full details are included in the attached schedule of further information.

Disclaimer

This report has been circulated for the sole purpose of providing creditors with an update for information purposes only to fulfil the necessary statutory requirement. The contents are private and confidential and may not be relied upon, referred to, reproduced in whole or in part or otherwise used by creditors for any purpose other than providing an update for them for information purposes, or by any other person for any purpose whatsoever.

Yours faithfully

A handwritten signature in black ink, appearing to be 'L A Short', written over the printed name.

L A Short

Joint Liquidator

Licensed in the United Kingdom to act as an insolvency practitioner
by the Association of Chartered Certified Accountants

MINICABSTER LIMITED
IN CREDITORS' VOLUNTARY LIQUIDATION

Receipts and Payments Account From 30 January 2017 to 29 January 2019

Statement of Affairs £	30/01/2018 to 29/01/2019		Total to 29/01/2019	
	£	£	£	£
TRANSFERS FROM JOINT ADMINISTRATORS				
Current Account - Administration	0.00		19,892.33	
VAT receivable	0.00		2,114.85	
		0.00		22,007.18
ASSET REALISATIONS				
Book Debts and Uncashed Cheques	20,521.39		20,521.39	
VAT Refund (Pre-Appointment)	0.00		115.70	
Bank Interest	56.74		56.74	
		20,578.13		20,693.83
COST OF REALISATIONS				
Document Hosting	(10.00)		(20.00)	
Statutory Advertising	0.00		(169.20)	
Debt Collection Fees	(350.00)		(350.00)	
Office Holders' Fees	(7,500.00)		(7,500.00)	
Sundry Costs	0.00		(170.00)	
		(7,860.00)		(8,209.20)
UNSECURED CREDITORS				
(24,049.00) Associated Creditor(s)	0.00		0.00	
(30,028.00) Employees	0.00		0.00	
(96,771.00) HM Revenue & Customs	0.00		0.00	
(86,660.00) Trade and Expense Creditors	0.00		0.00	
		0.00		0.00
EQUITY				
(537.00) Ordinary	0.00		0.00	
(2,430,673.00) Share Premium	0.00		0.00	
		0.00		0.00
(2,668,718.00)		12,718.13		34,491.81
REPRESENTED BY				
Current Account - Interest Bearing			29,663.24	
VAT Receivable (Payable)			1,607.44	
Administration Expenses Fund			3,221.13	
				34,491.81
				34,491.81

**MINICABSTER LIMITED
IN CREDITORS VOLUNTARY LIQUIDATION**

**SCHEDULE OF REMUNERATION, DISBURSEMENTS AND CASE EXPENSES;
WITH FURTHER INFORMATION**

It is the firm's policy that all staff involved on an assignment will record all time spent on dealing with matters arising on that client and that the time will be categorised to show the type of activity carried out. The charge out rates of licensed insolvency practitioners, directors and managers do not therefore include provisions for time spent by secretaries, cashiers and support staff. From 1 October 2015, additional categories of staff activity have been introduced to facilitate more detailed reporting where it is appropriate to do so.

Irrespective of any basis of remuneration agreed, the legislation requires that time spent by all staff on a case is recorded. The recorded time cost is calculated by multiplying the time spent by the individual by their charge-out rate. Time is recorded in units of 6 minutes, with 10 units making up each hour of time spent. Charge-out rates are reviewed annually and are subject to change without prior notice. Full details of the rates applied to a specific case are available on application.

Although for most appointments, the legislation allows the office holders to seek to be remunerated on a combination of any or all of the following bases;

- a. A time cost basis
- b. A percentage of the value of the property dealt with by the office holder (realisations and / or distributions)
- c. A fixed fee

it is the Firm's current policy to seek remuneration on (a) a time cost basis for insolvent appointments.

The arrangements regarding office holders' remuneration do not however apply to Members Voluntary Liquidations (MVL's), Company Voluntary Arrangements (CVA's) or Individual Voluntary Arrangements (IVA's). In MVL's, the company members agree the fee basis, usually as a fixed fee. In VA's, the fee basis is incorporated in the arrangement proposal which creditors agree when they approve the arrangement.

Office holders' remuneration is subject to VAT with the exception of VA's which are VAT exempt.

The Firm has five grades of staff (including the office holders) as detailed below. The office holders ensure that case assignments have been carried out by appropriate grades of staff. The charge-out rates of the persons involved in this case from commencement to the current time are as follows:

	<i>Charge-out rate at commencement (up to £ per hour)</i>
Licensed Insolvency Practitioner	295.00
Director / Senior Manager	200.00
Manager	150.00
Other professionals	135.00
Administrative staff	65.00

Each staff member involved in the case records actual time spent in a computerised time recording system together with a narrative describing the actual work undertaken. Work is analysed by prescribed task descriptors which are recorded under the following standardised categories;

- Administration (including statutory reporting)
- Investigations
- Realisation of assets
- Trading
- Creditors (claims and distribution)

In seeking approval to be remunerated on a time costs basis, the office holders must provide a fee estimate to the creditors, which then acts as a cap to ensure that the fees subsequently drawn cannot exceed the fee estimate without the office holders seeking further approval. The office holders must also provide details of the work intended to be undertaken together with details of the hourly rates proposed to be charged and an estimate of the time envisaged being taken to complete the required work. The office holders will also state whether it is envisaged at this stage whether there may be a future need to seek approval to exceed the original estimate and any reasons for which this could become necessary. To simplify matters, the estimated charges

may be presented using a 'blended' (an average time cost) rate for the work carried out detailed in the fee estimate.

Should the office holders subsequently need to seek authority to draw fees in excess of the original fees estimate, details will be provided which include reasons why the original estimate has been or is likely to be exceeded, details of any additional work required to be undertaken, the hourly rates proposed and an estimate of the additional time envisaged being taken to complete the identified work. The office holders will again state whether it is envisaged at this stage whether there may be a future need to seek approval to exceed the estimate and any reasons for which this could become necessary.

Sufficient information will be provided about the appointment to demonstrate how the fee estimate reflects the requirements of the case. This will include any responsibility of an exceptional nature on the office holders, the effectiveness with which functions are carried out and the value and nature of the property dealt with by the office holder.

A guide to help creditors understand the law and their rights in relation to an insolvency process can be found at:- <http://www.creditorinsolvencyguide.co.uk>

Additional information regarding how the Insolvency Practitioners will be paid can be downloaded under "Fees" at:- <https://www.r3.org.uk/what-we-do/publications/professional/fees>

Alternatively, a creditor may obtain a printed copy by contacting this office directly.

Office Holders' disbursements

Disbursements incurred by the office holders in connection with the case must be fully disclosed to creditors. Disbursements are categorised as either Category 1 or Category 2.

Category 1 - disbursements not requiring approval, represent a re-charge to the estate for direct costs, payable to independent third parties, specifically incurred in the administration of the estate.

Category 2 - disbursements requiring approval, represent a charge to the estate for the costs incurred by the firm specifically in relation to the estate. The basis of payment of category 2 disbursements must be approved by creditors prior to any payment being drawn. It is proposed that payment shall be made in respect of Category 2 disbursements as follows:

- Mileage will be charged at 45p per mile.
- Other disbursements where the firm makes payment to an external party for an expense incurred wholly, exclusively and necessarily in relation to the insolvent estate, will be recharged at cost.

Professional advisors engaged by the office holders

We have instructed professional advisors to assist with the administration and progression of the case. The choice of advisor is based on their relevant experience and ability to perform this type of work, the nature and complexity of the specific assignment and the basis of the fee arrangement negotiated. Professional advisors' fees are charged at cost. We provided details of fees to be incurred or likely to be incurred when seeking fee approval.

At the date of this report, anticipated costs associated with the use of professional advisors are as follows:

Professional Advisors	Service provided	Basis of fees	Estimated total £ *
Highfield Advisory LLP	Debt collection services	Time & rate	350.00
TOTAL			350.00

Actual costs incurred in this reporting period are detailed as follows:

Advisor/Organisation	Service provided	Reason selected	Basis of fees	Fees paid this reporting period
Highfield Advisory LLP	Accounting services	Relevant knowledge and experience	Time & rate	£350.00
Michael Smith	Counsel	Relevant knowledge and experience	Time & rate	NIL
Trainer Shepherd Phillips Melin Haynes	Solicitors	Relevant knowledge and experience	Time & rate	NIL
TOTAL				£350.00

- * Higfield Advisory LLP were engaged to carry on their role with the company of calculating the balances owed and owing on the various cab firm accounts as a result of the trading period. They have also provided advice and accounting services in relation to the dispute with Braintree.
- * Trainer Shepherd Phillips Melin Haynes ("TSPMH") have advised on a number of issues throughout the Administration and subsequent creditors' voluntary liquidation. During the current reporting period, TSPMH have not drawn any fees. At the date of this report, an invoice totalling £4,000 (excluding VAT) has been received and will be settled shortly. A further disbursement invoice of £750 + VAT for counsel's fees is also outstanding.

We are satisfied that fees charged are considered reasonable in the circumstances of the case.

Remuneration and approved fees estimate

Fees

As explained in our previous report, we have been granted approval by the creditors by resolution for fees on a time cost basis to the level of the fees estimate indicated in the Fees Estimate table originally provided to creditors (copy below). In the current reporting period, we have drawn £7,500 on account of these time costs.

Creditors should be aware that it is the fees estimate **total** that acts as an overall cap on appointees' remuneration across all of the categories. The individual category totals form an **estimate** of the likely category time cost fees anticipated at the time of presentation. We have ensured throughout that case assignments are carried out by appropriate grades of staff.

Work carried out on this case in the period covered by this report is detailed below. We are required by the legislation to indicate which of these activities are likely to provide a financial benefit to creditors of the case (shown in *italics*) as opposed to those that are required by statute (shown in normal type).

Administration (including statutory reporting)

- Liaising with all relevant stakeholders (including, but not exhaustively, directors, creditors, employees) regarding appointment matters as necessary
- Agreeing the outline strategy for progressing the case and briefing the relevant staff
- Management, organisation and coordination of staff involved in the case
- Entering of base data into the in-house insolvency management database
- Setting up of case related files and the ongoing filing of paperwork
- Dealing with general enquiries and all correspondence regarding the case and routine updating of data in our case management system
- *Consulting with professional advisors as and when needed*
- Periodic review of case progress, asset realisations and other statutory case matters.
- Planning and management of strategies for subsequent case progression
- *Review and monitoring of the progression of debtor collections*
- Maintaining the case bank account
- Recording of all receipts and payments made during the course of the liquidation
- Bank reconciliations and production of statements for review purposes
- Boxing up of records on site and sorting records in store at EWS
- Production of VAT returns and Corporation Tax returns as required
- Production and submission of periodic reports to appropriate stakeholders
- Filing of mandatory returns at Companies House
- Case closure activities and final report

Investigations

- Creating necessary correspondence and reviewing responses received
- Compilation of necessary records and minutes
- Discussions, planning and advice in respect of any potential outcomes
- Investigation and reporting of any matters identified by creditors

Realisation of assets

- Liaising with accounting services provider
- Seeking to realise outstanding debtor ledger
- Dealing with debtor ledger matters and liaising with debtor over queries as appropriate
- Ongoing query resolution in respect of disputed charges in relation to book debts
- Liaison with appointed debt collection agents over debtor ledger and records

Creditors (claims and distribution)

Contextual Information:

- a) Number of known creditors in this case: **49**
- b) Number of former employees in this case: **2**

Non-preferential creditors

- Dealing with calls and queries from creditors
- Taking, relaying and actioning messages
- Management of correspondence to non-preferential creditors, including e mail queries and claim forms
- Reviewing stock position to identify potential retention of title claims and exposure
- Providing summary updates to creditors as required

Adjudication and distribution

- Entry to our case management system of all non-preferential claims

Fees estimate summary

The table below provides an estimate of the total time and associated time costs anticipated for the input required for all grades of staff to manage this case to full completion.

Work category	Estimated total hours	Estimated time cost £	Blended rate £
Administration (inc statutory reporting)	43.50	6,688.12	153.75
Realisation of assets	11.33	1,741.99	153.75
Creditors (claims and distribution)	13.00	1,998.75	153.75
Anticipated total for all categories of work	67.83	10,428.86	153.75

This estimate was based on the information available at the time to the office holders. Whilst every care was taken to ensure the accuracy of the data presented, it was based on the information presented to the office holders and the experience of the office holders in dealing with cases of a similar level of complexity.

Our total time costs incurred in this matter to date total £15,217.75 (as detailed in the 'time costs' table below) and therefore already exceed my budget estimate originally provided to creditors.

Revised Fee Estimate

In our last progress report, we advised that the time costs that will be incurred during this liquidation would exceed the original although it was not our intention at that time to seek further approval for an increase in our fees. At the date of our last progress report, the final Braintree realisations were unclear and we considered it better to seek fee approval from creditors once this was received and the likely outcome was known.

Our total time costs incurred in this matter have exceeded our budget estimate originally provided to creditors and full details of our time costs to date are provided on the attached schedule. As there is still work currently outstanding regarding the agreement of non-preferential claims and payment of a first and final dividend to unsecured creditors, we are seeking agreement from creditors to increase our fees under cover of this report.

In summary, the additional work involved in dealing with the settlement with Braintree together with the date of receipt of payment has meant that the liquidation could not be closed within the existing timescale. This has meant that further work has been needed in the fulfilment of the statutory obligations placed upon us as we have been required to keep the case open for longer than originally anticipated.

Over the case lifetime, we anticipate that the additional work required will increase my total fees estimate to £17,500 at a blended rate of £189.62 per hour and we provide an updated estimate in the table immediately below. This increased estimate will act as a cap on our time costs so that we cannot draw fees of more than the total estimated time costs without further approval from creditors.

Our revised budget estimate is as follows:

Work category	Estimated total hours	Estimated time cost £	Blended rate £
Administration (inc statutory reporting)	60.70	10,500.00	
Realisation of assets	25.25	5,576.75	
Creditors (claims and distribution)	6.34	1,423.25	
Anticipated total for all categories of work	92.29	17,500.00	189.62

Office Holders' Time costs

Time costs

The time costs during the course of our administration for the period covered by this report are summarised below:-

Work category	Licensed Insolvency Practitioner	Director/ Senior Manager hours	Manager hours	Professional staff hours	Admin staff hours	Total hours	Time cost £	Average hourly rate £
Administration (inc statutory reporting)	2.60	0.00	0.00	13.10	2.70	18.40	2,442.00	132.72
Investigations	0.00	0.00	0.00	0.80	0.00	0.80	108.00	135.00
Realisation of assets	0.60	4.00	0.00	10.25	0.00	14.85	2,572.75	173.25
Creditors (claims distribution)	0.00	0.00	0.00	1.80	0.00	1.80	271.00	150.56
Totals	3.20	4.00	0.00	25.95	2.70	35.85	5,393.75	150.45

The time costs during the course of our administration for the period 30 January 2017 to 29 January 2019 are summarised below:

<i>Work category</i>	<i>Licensed Insolvency Practitioner</i>	<i>Director/ Senior Manager hours</i>	<i>Manager hours</i>	<i>Professional staff hours</i>	<i>Admin staff hours</i>	<i>Total hours</i>	<i>Time cost £</i>	<i>Average hourly rate £</i>
Administration (inc statutory reporting)	13.40	0.00	0.60	40.50	2.80	57.30	8,828.50	154.08
Investigations	0.00	0.00	0.00	2.20	0.00	2.20	297.00	135.00
Realisation of assets	10.60	4.00	0.00	10.65	0.00	25.25	5,576.75	220.86
Creditors (claims distribution)	0.60	0.00	0.00	2.30	0.00	2.90	515.50	177.76
Totals	24.60	4.00	0.60	55.65	2.80	87.65	15,217.75	173.62

Disbursement estimate summary

Anticipated Category 1 disbursements are as follows:

<i>Nature of Disbursement</i>	<i>Estimated total £ *</i>
Periodic report internet hosting	20.00
TOTAL	20.00

Category 2 Disbursements have not been calculated as it is not our intention to draw them.

Declaration regarding treatment of VAT and accruals

In accordance with Statement of Insolvency Practice 7, all entries are shown net of VAT, with VAT recorded on a separate line. The receipts and payments account discloses all receipts and payments in the reporting period. However, there may be additional accrued expenditure due in respect of external disbursements relating to travel expenses. Subject to receiving the agreement of creditors, these charges will be drawn upon case closure.

Statement of creditors' rights to receive further information and statement of creditors' rights to challenge remuneration and/or expenses

Relevant extracts of Rules 18.9 and 18.34 of the Insolvency (England and Wales) Rules 2016

Rule 18.9

- (1) The following may make a written request to the office holder for further information about remuneration or expenses set out in a progress report under Rule 18.4:
- a secured creditor;
 - an unsecured creditor with the concurrence of at least 5% in value of the unsecured creditors (including the creditor in question); or
 - any unsecured creditor with the permission of the court.
- (2) A request or an application to the court for permission by such a person or persons must be made or filed with the court (as applicable) within 21 days of receipt of the report by the person, or by the last of them in the case of an application by more than one creditor.

Rule 18.34

- (1) This rule applies to an application in a winding-up made by a person mentioned in paragraph (2) on the grounds that:
- the remuneration charged by the office holder is in all the circumstances excessive;
 - the basis fixed for the office-holder's remuneration under Rules 18.16 and 18.20 is inappropriate; or
 - the expenses incurred by the office holder are in all the circumstances excessive.
- (2) The following may make such an application for one or more of the orders set out in Rule 18.36 or 18.37 as applicable:
- a secured creditor; or
 - an unsecured creditor with either
 - (i) the concurrence of at least 10% in value of the unsecured creditors (including that creditor), or
 - (ii) the permission of the court.
- (3) The application by a creditor must be made no later than eight weeks after receipt by the applicant of the progress report or account under Rule 18.3 which first reports the charging of the remuneration or the incurring of the expenses in question.

A copy of our Standard Terms of Business may be downloaded from:-
<http://www.ewsilp.co.uk/downloads>

Alternatively, a Creditor may obtain a printed copy by contacting this office directly.

NOTICE OF DECISION PROCEDURE

COMPANY NAME: MINICABSTER LIMITED

COMPANY NUMBER: 07581008

This Notice is given under Rule 15.8 of the Insolvency (England and Wales) Rules 2016 ("the Rules"). It is delivered by the Joint Liquidators of the Company, Liam Alexander Short of Elwell Watchorn & Saxton LLP, 3 Waterhouse Square, 138 Holborn, London, EC1N 2SW (telephone number 020 7486 3048) and Graham Stuart Wolloff of Elwell Watchorn & Saxton LLP, 2 Axon, Commerce Road, Peterborough, PE2 6LR (telephone number: 01733 235 253), to the creditors.

It is proposed that the following decisions be made:

Decision 1

That the Joint Liquidators' fees be increased to a total of £17,500.00 in accordance with the attached revised fee estimate (which has been prepared for the purposes of seeking increased fee approval) and to make interim drawings on account thereof.

For / Against

Decision 2

That a liquidation committee be established if sufficient nominations are received. If indicating 'for', please also complete a nomination form, if appropriate.

For / Against

Also provided is a voting form on which creditors may signify their decisions on the above matters. All voting forms, together with a proof of debt if one has not already been submitted, must be completed and returned to the Joint Liquidators by one of the methods set out below:

By post to: Elwell Watchorn & Saxton LLP
2 Axon, Commerce Road, Peterborough PE2 6LR

By fax to: 01733 236391

By email to: a.fish@ewslp.co.uk

Please note that, if you are sending votes by post, you must ensure that you have allowed sufficient time for the forms to be delivered to the address above by the time set out below. Unless the contrary is shown, an email is treated as delivered by 9.00 am on the next business day after it was sent.


All voting forms and proofs of debt must be delivered by 23.59 pm on the Decision Date, 17 April 2019.

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

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

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

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

Signed: 

Dated: 27 March 2019

L A Short

Joint Liquidator

Licensed in the United Kingdom to act as an insolvency practitioner
by the Association of Chartered Certified Accountants

NOTICE OF INVITATION TO FORM A LIQUIDATION COMMITTEE

COMPANY NAME: MINICABSTER LIMITED

COMPANY NUMBER: 07581008

This notice is given under Rule 6.19 of the Insolvency (England and Wales) Rules 2016 ("the Rules"). It is delivered by Liam Alexander Short and Graham Stuart Wolloff, Joint Liquidators of the Company.

Creditors are invited to nominate creditors (which may include themselves) by completing the section below and returning this Notice to Mark Grahame Tailby by one of the following methods:

By post to: Elwell Watchorn & Saxton LLP
2 Axon, Commerce Road, Peterborough, PE2 6LR
By fax to: 01733 236391
By email to: a.fish@ewslp.co.uk

Please note that, if you are sending nominations by post, you must ensure that you have allowed sufficient time for the Notice to be delivered to the address above by the date set out below. An email is treated as delivered at 9.00 AM on the next business day after it was sent.

All nominations must be delivered by 17 April 2019.

Nominations can only be accepted if Liam Alexander Short is satisfied as to the nominated creditor's eligibility under Rule 17.4 of the Rules.

Further information on the role of Liquidation Committees is available at:

https://www.r3.org.uk/liquidation/creditors_committees_and_commissioners_a_guide_for_creditors

Signed: 

L A Short

Joint Liquidator

Licensed in the United Kingdom to act as an insolvency practitioner
by the Association of Chartered Certified Accountants

Dated: 27 March 2019

NOMINATIONS FOR MEMBERS OF A LIQUIDATION COMMITTEE

MINICABSTER LIMITED

On behalf of (name of creditor):

at (address of creditor):

I nominate the following creditor(s) to be member(s) of a Liquidation Committee (provide name(s) and address(es)):

1.

2.

3.

I confirm that any nominee above has given their consent and would be willing to act on a Liquidation Committee.

Signed:

Dated:

Name in capitals:

Position with, or relationship to,
Creditor or other authority for signature:

Please indicate if you are the sole member/shareholder of the Creditor (where it is a company).

Yes / No

CREDITORS DECISIONS BY CORRESPONDENCE - VOTING

MINICABSTER LIMITED IN CREDITORS VOLUNTARY LIQUIDATION

Liam Alexander Short, the Joint Liquidator, provides below decisions for consideration. For each decision, please indicate whether you are in favour of the decision (for) or not in favour (against).

Decisions are being sought by correspondence in order to keep costs to the proceedings to a minimum. Rule 15.9(3) requires the return of at least one valid vote in favour by the deadline to approve the decisions, failing which we are required to seek decisions by alternative means which will incur additional cost. Please return this voting form enclosing a proof of debt (if one has not previously been submitted) ensuring that it is received by us by 23.59 pm on 17 April 2019 to Elwell Watchorn & Saxton LLP, 2 Axon, Commerce Road, Peterborough, PE2 6LR or a.fish@ewslp.co.uk or by fax to 01733 236 391.

Decision 1

That the Joint Liquidators' fees be increased to a total of £17,500.00 in accordance with the attached revised fee estimate (which has been prepared for the purposes of seeking increased fee approval) and to make interim drawings on account thereof.

For / Against

Decision 2

That a liquidation committee be established if sufficient nominations are received. If indicating 'for', please also complete a nomination form, if appropriate.

For / Against

Name of Creditor (Block Capitals):

Signature:

Name of Signatory (Block Capitals):

Date:

Position or other authority for signature:

Are you the sole member/shareholder of the creditor (where it's a company)? Yes/No

Please complete all of the above

Please note that once a vote has been cast, it cannot be changed.

Should you require any additional information before returning the voting paper, please do not hesitate to contact the office as detailed above.

PROOF OF DEBT – GENERAL FORM
MINICABSTER LIMITED

DETAILS OF CLAIM		
1	Name of Creditor (if a company, its registered name).	
2	Address of Creditor (i.e. principal place of business).	
3	If the Creditor is a registered company: <ul style="list-style-type: none"> For UK companies: its registered number. For other companies: the country or territory in which it is incorporated and the number, if any, under which it is registered. The number, if any, under which it is registered as an overseas company under Part 34 of the Companies Act. 	
4	Total amount of claim, including any Value Added Tax, as at the date of administration, less any payments made after this date in relation to the claim, any deduction under R14.20 of the Insolvency (England & Wales) Rules 2016 and any adjustment by way of set-off in accordance with R14.24 and R14.25.	
5	If the total amount above includes any outstanding uncapitalised interest, please state.	YES (£.....) / NO
6	Particulars of how and when debt incurred.	
7	Particulars of any security held, the value of the security and the date it was given.	
8	Details of any reservation of title in relations to goods to which the debt relates.	
9	Details of any document by reference to which the debt can be substantiated. (please note that the liquidator(s) may call for any document or evidence to substantiate the claim at his/their discretion).	
10	Give details of whether the whole or any part of the debt falls within any (and if so which) of the categories of preferential debts under section 386 of, and schedule 6 to, the Insolvency Act 1986.	Category Amount(s) claimed as preferential £.....
AUTHENTICATION		
Signature of Creditor or person authorised to act on his behalf		
Name in BLOCK LETTERS		
Date		
If signed by someone other than the Creditor, state your postal address and authority for signing on behalf of the Creditor		
Are you the sole director of the Creditor?		YES / NO

MINICABSTER LIMITED – IN CREDITORS VOLUNTARY LIQUIDATION (“THE COMPANY”)

Company registered number: 07581008

Notice to unsecured creditors of intention to declare a dividend

Notice is given under rule 14.29 of The Insolvency (England and Wales) Rules 2016, by Liam Alexander Short and Graham Stuart Wolloff, the Joint Liquidators to the creditors of Minicabster Limited that we intend declaring a first and final dividend to the non-preferential creditors within two months of the last date for proving specified below.

Creditors who have not already proved are required, on or before 28 April 2019, the last date for proving, to submit a proof of debt to me at Elwell Watchorn & Saxton LLP, 2 Axon, Commerce Road, Peterborough, PE2 6LR and, if so requested by me, to provide such further details or produce such documentary or other evidence as may appear to be necessary. A creditor who has not proved his debt before the date specified above is not entitled to disturb the dividend because he has not participated in it. No further public advertisement or invitation to prove debts will be given.

The prescribed part provisions do not apply.

Please Note: The last date for submitting a proof of debt is 28 April 2019.

DATED THIS 27TH DAY OF MARCH 2019



Liam Alexander Short
Joint Liquidator