

AM23

Notice of move from administration to dissolution



Companies House

SATURDAY



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14/10/2017

#200

COMPANIES HOUSE

1 Company details

Company number 0 8 0 5 7 0 3 6

Company name in full Matsar Specialist Coatings Limited

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

2 Court details

Court name High Court of Justice, Companies Court, London

Court number 9 7 1 9 2 0 1 5

3 Administrator's name

Full forename(s) Robert David

Surname Adamson

4 Administrator's address

Building name/number Mazars House

Street Gelderd Road

Post town Gildersome

County/Region Leeds

Postcode L S 2 7 7 J N

Country

AM23

Notice of move from administration to dissolution

5 Administrator's name ①

Full forename(s) Patrick

Surname Lannagan

① Other administrator

Use this section to tell us about another administrator.

6 Administrator's address ②

Building name/number One St Peters Square

Street

Post town Manchester

County/Region

Postcode M 2 3 D E

Country

② Other administrator

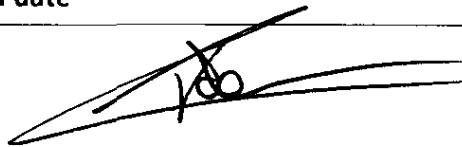
Use this section to tell us about another administrator.

7 Final progress report☒ I have attached a copy of the final progress report**8 Sign and date**

Administrator's signature

Signature

X



X

Signature date

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AM23

Notice of move from administration to dissolution



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	Samantha Busby									
Company name	Mazars LLP									
Address	Mazars House									
	Gelderd Road									
Post town	Gildersome									
County/Region	Leeds									
Postcode	L	S	2	7		7	J	N		
Country										
DX										
Telephone	0113 204 9797									



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

**Matsar Specialist Coatings Limited
In Administration**

**Administrators' final progress report covering the period 18 April 2017 to 13
October 2017**

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Administrators' final progress report

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Matsar Specialist Coatings Limited (“the Company”) - In Administration
Administrators’ final progress report covering the period 18 April 2017 to 13
October 2017

To all known creditors

1. Introduction

- 1.1. This is the Joint Administrators’ final progress report in the Administration, prepared pursuant to Rule 3.53 of the Insolvency (England and Wales) Rules 2016. The purpose of which is to provide creditors with details of the progress of the Administration since the Joint Administrators’ last progress report.
- 1.2. The report should be read in conjunction with the Joint Administrators’ proposals issued to creditors on 10 February 2016 and previous reports issued.
- 1.3. I was appointed Joint Administrator of the Company together with Mr P A Lannagan on 23 December 2015. I am authorised to act as an Insolvency Practitioner in the UK by the Insolvency Practitioners Association and Mr P A Lannagan is authorised in the UK by the Institute of Chartered Accountants in England and Wales.
- 1.4. The statutory purpose of the Administration was to realise property in order to make a distribution to one or more secured or preferential creditors.
- 1.5. The Administration was extended to 22 December 2017 following a decision by the creditors.
- 1.6. In accordance with the Proposals a notice of move from Administration to dissolution will be filed in accordance with Paragraph 84(1) of Schedule B1 of the Insolvency Act 1986, ending the Administration. The Company will be dissolved three months thereafter.
- 1.7. Identification details regarding the Company and the Administrators is attached at Appendix A.

2. Administrators’ Receipts and Payments

- 2.1. I have now completed my administration of the Company. A summary of receipts and payments covering the period from 18 April 2017 to 13 October 2017 is attached at Appendix B. The receipts and payments account also covers the cumulative period from the date of appointment to 13 October 2017.
- 2.2. There are no funds left in the Administration account.
- 2.3. VAT Receivable in the sum of £2,499.55 is due to the Administration. As the Administrators are unable to receive VAT reclaims following vacation of office, the VAT has been assigned to Mazars LLP.

2.4. Further details of the realisations and expenses paid is provided below.

3. Steps taken during the Administration and the Outcome

3.1. Overview

3.1.1 Immediately upon my appointment a review of the Company position was undertaken. The director had ceased to trade the business, all off the employees had been made redundant, and there was, therefore, no ongoing trade.

3.1.2 The Administrators' strategy was, therefore, to take control of the Company's tangible assets and to look to realise the value in them.

3.1.3 Given this, there was no prospect of achieving Objective B, and I therefore concluded that the purpose of the Administration is Objective C. This was achieved by preserving the debtors' ledger, and repaying the secured creditor from book debt collections.

3.2. Realisations

3.3. Sale of Assets

3.3.1 A sale of the Company's assets took place to Elite Powder Coatings Limited ("the Purchaser") on 12 January 2016, in the sum of £14,000 plus VAT for the Company's plant and machinery and motor vehicles, which was received in full under the terms of the sale and purchase agreement.:-

3.4 Book Debts

3.4.1 The Company had an invoice discounting facility provided by Metrobank SME Finance ("Metrobank"). At the date of appointment, the Company had an outstanding book debt ledger of £58,203. They were paid in full under their fixed charge from the book debt collections in the sum of £37,331 inclusive of termination charges.

3.4.2 Metrobank subsequently reassigned the remaining ledger in the sum of £20,000 to the Administrators to collect and Mazars Receivables Management ('MRM'), an associate of Mazars LLP, were instructed to undertake an initial assessment of the recoverability of the reassigned ledger and to collect the outstanding book debts.

3.4.3 Of the reassigned ledger of £20,000 only £3,999.28 has been collected, representing a recovery of 19% in this regard. In relation to the book debts outside of the invoice discounting facility with Metrobank (totalling £9,118) MRM have collected a total of £1,884.34, representing 21% of this ledger.

3.4.4 MRM's fees were approved on a time costs basis subject to a fee estimate of £4,651 plus VAT, by the secured and preferential creditors on 4 August 2016. Due to a lack of realisations in relation to the book debts, MRM have been paid a total of £1,000 plus VAT for the work carried out in relation to the collections.

3.5 *VAT*

- 3.5.1 I have recovered the VAT element of the termination charges levied by Metrobank in respect of the invoice discounting facility, in the sum of £1,933.

3.6 *Business Rates*

- 3.6.1 I instructed CAPA to identify whether the Company was eligible for a business rates refund and unfortunately, they have confirmed that a reclaim cannot be made in this instance. CAPA were instructed on a no win no fee basis and as such no fee was payable.

3.7 *Refund*

- 3.7.1 A refund was received from Northumbrian Water in the sum of £100.

3.8 *Outcome*

- 3.8.1 In our proposals, we stated that we were pursuing objective C of the statutory purpose of the statutory purpose of Administration – realising property in order to make a distribution to one or more secured or preferential creditors.
- 3.8.2 Metrobank were paid in full under their fixed charge as a result of the recoveries made from the book debt collections and we have therefore been able to achieve the statutory purpose C, realising property in order to make a distribution to one or more secured or preferential creditors.
- 3.8.3 There are no further assets to realise in the Administration and it is my intention to move the Company to dissolution under paragraph 84 of Schedule B1 of the Insolvency Act 1986.

4 **Liabilities**

4.1 **Secured Creditors**

- 4.1.1 The Company held an invoice discounting agreement with Metrobank.
- 4.1.2 Metrobank hold a debenture that was created on 9 April 2013 and registered on 17 April 2013 granting them fixed and floating charges over all assets of the Company. This security grants Metrobank a specific charge over the Company's book debts.
- 4.1.3 At the date of my appointment, Metrobank were owed £36,331 inclusive of termination charges. Metrobank have been repaid in full under its fixed charge from the book debt collections and there will therefore be no call under their floating charge.

4.2 Preferential Creditors

- 4.2.1 Preferential claims arise from arrears of wages and accrued, unpaid holiday pay due to the former employees of the Company who did not receive their full entitlements on redundancy, prior to the Administration.
- 4.2.2 The Company employed 12 employees. They were made redundant by Robson and Scott Associates Limited on behalf of the director prior to my appointment. The Administrators' Proposals reported estimated preferential claims of £13,968.
- 4.2.3 I am in receipt of claims estimated in the sum of £19,587, consisting of unpaid wages and accrued unpaid holiday. These entitlements up to the statutory limit of £479 per week have been claimed from the Redundancy Payments Office ("RPS"). The RPS have a subrogated preferential claim in the Administration and any amounts owing to employees in excess of the statutory limits have been claimed in the Administration.
- 4.2.4 However, due to the lack of asset realisations, there were insufficient funds to facilitate a dividend to preferential creditors.

4.3 Unsecured Creditors

- 4.3.1 According to the Company's records the Company had 24 unsecured creditors with debts totalling £161,985. Claims received to date total £293,288 from 13 creditors.
- 4.3.2 Unfortunately, asset realisations were insufficient to enable a dividend to be paid in this case after taking into account the costs and expenses of the Administration.

5 Prescribed Part

- 5.1 In accordance with Section 176A of the Insolvency Act 1986, a proportion of the Company's net assets are to be set aside for the benefit of the Company's unsecured creditors where the Company has granted a floating charge after 15 September 2003. This is calculated as being 50% of the first £10,000 of net property and 20% of net property thereafter subject to a maximum fund of £600,000. Net property is defined as being the realisations from assets subject to the floating charge after costs and after settlement of the preferential creditors' claims.
- 5.2 As Metrobank have been repaid in full under its fixed charge, there is no floating charge liability in the Administration and, as such, there is no Prescribed Part.

6 Investigations

- 6.1 I undertook an initial investigation into the Company's affairs to establish whether there were any potential asset recoveries or conduct matters that justified further investigation, taking account of public interest, potential recoveries, the funds likely to be available to fund an investigation and the costs involved.

- 6.2 There were no matters that justified further investigation in the circumstances of this appointment.
- 6.3 I can confirm that the Joint Administrators have reviewed the affairs of the Company for the period prior to Administration for the purpose of discharging their duties under the Companies Directors' Disqualification Act 1986.
- 6.4 Creditors are reminded that the Administrators have a statutory obligation to consider the directors' conduct and to submit a return/report to the Insolvency Service. The Administrators can confirm that they have complied with this requirement.

7 Administrators' Remuneration

- 7.1 A resolution was passed by the secured and preferential creditors on 16 March 2016, enabling the Joint Administrators to draw remuneration on the basis of the time properly spent by the Administrators and their staff in dealing with the matters arising during the Administration, subject to the Fees Estimate of £27,141, issued to creditors on 10 February 2016.
- 7.2 Attached at Appendix D1 is a comparison of the Administrators' Fees Estimate to actual time costs for the period 18 April 2017 to 13 October 2017 which totals £4,265.50, representing 27.60 hours at an average hourly rate of £154.55. The Administrators' cumulative time costs since appointment to 13 October 2017 total £29,289.70, representing 213.80 hours at an average hourly rate of £136.99.
- 7.3 Attached at Appendix D2 is a narrative summary of the Administrators' time costs, which provides further information on the work carried out during the current reporting period, why the work was necessary and whether the work has provided a financial benefit to creditors.
- 7.4 The Administrators' remuneration drawn in the Administration totals £15,383.15. Remuneration drawn in the current period is £10,383.15.
- 7.5 The Administrators' total time costs have exceeded the approved Fees Estimate of £27,141. However, due to the lack of assets realisations, the Administrators do not propose to seek approval to draw remuneration for any amounts in excess of the Fees Estimate.
- 7.6 Routine administration of the Administration has been dealt with by junior staff wherever possible in order to maximise the cost effectiveness of the work performed. These staff have been supervised by senior staff and the Joint Administrators. Any matter of particular complexity or significance that has required responsibility of an exceptional kind has also been dealt with by senior staff and the Joint Administrators.
- 7.7 Charge out rates are reviewed annually on 1 September and in common with other professional firms, may increase over the period of the administration of the case. The rates are appropriate to the skills and experience of the team member and the work that they perform. All staff that work on the case, including cashiers, support and any secretarial staff charge their time directly to the assignment. Time is recorded in 6 minute units with supporting narrative to explain the work undertaken.

- 7.8 The charge out rates of the team members employed on the assignment during the period covered by this report remain the same as those disclosed in the Joint Administrators' report dated 1 February 2017, and which is available upon request.
- 7.9 Further information on the work carried out during the current reporting period in respect of the realisation of assets is provided in Section 3 of the report and also within the narrative summary attached at Appendix D1.

8 Administrators' Disbursements

- 8.1 Disbursements are expenses paid by this firm in the first instance and subsequently re-charged to the estate when there are sufficient funds. There are two categories of disbursements, including Category 1 (payments to independent third parties) and Category 2 (costs incurred by the Administrators or the firm that can be allocated to the case on a proper and reasonable basis).
- 8.2 Category 2 disbursements require approval in the same manner as remuneration and creditors will recall that a resolution was passed on 16 March 2016 by the secured and preferential creditors in agreement of the anticipated Category 2 disbursements of the Administrators.
- 8.3 Further details of the rates agreed are provided within the Rates and Disbursements policy previously disclosed to creditors, and which is available upon request.
- 8.4 Details of disbursements incurred in the period and whether they constitute Category 1 or Category 2 disbursements, is provided below. Details of disbursements paid during the period is provided within the attached receipts and payments account. The amount of disbursements paid during the period may be more than the amount incurred due to balances carried over from previous periods.

Type of Disbursement	Description	Amount incurred in period (£)
<u>Category 1</u>		
Storage	This disbursement relates to the destruction of the Company's books and records following vacation of office.	55.95
Total		55.95

Total Category 1

9 Expenses

- 9.1 Details of all expenses incurred during the period of the report are provided in the Expenses Statement attached at Appendix C. This also includes a comparison to the original Expense Estimate.
- 9.2 Further details of expenses paid during the period of the report are shown in the receipts and payments account at Appendix B.
- 9.3 I have reviewed the expenses incurred to date and I am satisfied that they are reasonable in the circumstances of the case.

10 Creditors' Rights

10.1 Further information

- 10.1.1 I would advise you that pursuant to Rule 18.9 of the Insolvency (England and Wales) Rules 2016, a secured creditor or an unsecured creditor with concurrence of at least 5% in value of the unsecured creditors or an unsecured creditor with permission of the court, may, within 21 days of receipt of this progress report, ask the administrator for further information about the remuneration and expenses set out in this progress report.

10.2 Apply to Court

- 10.2.1 Additionally, pursuant to Rule 18.34 of the Insolvency (England and Wales) Rules 2016, a secured creditor or an unsecured creditor with concurrence of at least 10% in value of the unsecured creditors or an unsecured creditor with the permission of the court may, within 8 weeks of the receipt of this progress report, apply to the court on one or more of the following grounds:
- That the remuneration charged by the Administrators is in all of the circumstances, excessive or inappropriate.
 - That the basis fixed for the Administrators' remuneration is in all of the circumstances, excessive or inappropriate.
 - That the expenses incurred by the Administrators are in all of the circumstances, excessive or inappropriate.

10.3 Further guidance

- 10.3.1 Creditors can find additional information on their rights relating to Administrators' fees in a copy of the publication "A creditors guide to Administrators' Fees" which is available to download from <https://www.r3.org.uk/media/documents/publications/professional/Administration%20Creditors%20Fee%20Guide%20April%202017.pdf> or alternatively will be provided free of charge upon written request to this office.

- 10.3.2 For further general information regarding a creditor's role throughout an insolvency process, creditors are reminded that they can also visit www.creditorinsolvencyguide.co.uk.

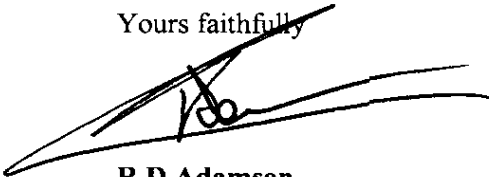
11 Summary

11.1 The administration is now complete.

11.2 I shall move the Company to dissolution pursuant to paragraph 84 of Schedule B1 of the Insolvency Act 1986. The Company shall be dissolved within 3 months of filling the final report with Companies House.

Should you have any queries regarding this matter, please do not hesitate to contact Samantha Busby at this office.

Yours faithfully



R D Adamson
Joint Administrator

Dated 13 October 2017

*Authorised to act as an insolvency practitioner in the UK by the Insolvency Practitioners Association
and bound by the Insolvency Code of Ethics*

*The affairs, business and property of the Company are being managed by the Joint Administrators.
The Joint Administrators act as agents of the Company and without personal liability*

Matsar Specialist Coatings Limited
In Administration

Identification Details

Details relating to the Company

Company name	Matsar Specialist Coatings Limited
Previous names	
Trading name	
Company number	08057036
Registered office	Mazars House, Gelderd Road, Gildersome, Leeds, LS27 7JN
Trading address	Unit 3H, Admiral Business Park, Nelson Way, Nelson Park West Cramlington, NE23 1WG
Court	High Court of Justice, Companies Court, London
Court reference	9719 of 2015

Details relating to the Joint Administrators

Date of appointment	23 December 2015
Joint Administrators	R D Adamson and P A Lannagan of Mazars House, Gelderd Road, Gildersome, Leeds, LS27 7JN IP No(s) 009380 and 009590
Joint Administrators' functions	All acts required to be done by the joint administrators, may be done by either or both, acting jointly or alone
Joint Administrators' address	Mazars House, Gelderd Road, Gildersome, Leeds, LS27 7JN
Appointed by	the floating charge holder
Joint Administrator's contact telephone number	0113 204 9797

Matsar Specialist Coatings Limited
(In Administration)
Joint Administrators' Summary of Receipts & Payments

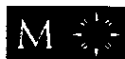
Statement of Affairs £	From 18/04/2017 To 13/10/2017 £	From 23/12/2015 To 13/10/2017 £
ASSET REALISATIONS		
Plant & Machinery	NIL	11,000.00
Motor Vehicles	NIL	3,000.00
Termination Charges	1,932.68	1,932.68
Book Debts	2,718.10	5,883.62
Book Debt Surplus	NIL	2,328.73
Water Refund	NIL	99.51
VAT Termination Charges	NIL	NIL
Bank Interest Gross	3.75	17.39
	4,654.53	24,261.93
COST OF REALISATIONS		
Legal Fees - Pre-appointment	NIL	NIL
Administrator's Fees	10,383.15	15,383.15
Administrator's Disbursements	258.63	258.63
Mazars Receivables Management	1,000.00	1,000.00
Agents/Valuers Fees (1)	NIL	1,909.33
Accountant's Fees	NIL	350.00
Legal Fees	806.00	806.00
Storage Costs	55.95	55.95
Other Property Expenses	NIL	1,500.00
Insurance of Assets	NIL	499.32
	(12,503.73)	(21,762.38)
	(7,849.20)	2,499.55
REPRESENTED BY		
Vat Receivable		2,499.55
		2,499.55

EXPENSES STATEMENT

Type of Expenditure	Who expense incurred by and nature of expense	Original Expense Estimate (£)	Incurred in previous period (£)	Incurred in current period (£)	Total Expenses (£)
Professional advisors' costs The officeholder's choice of the professional advisors listed below was based on their perception of the advisors' experience and ability to perform this type of work, the complexity and nature of the assignment and the basis of the fee arrangement with them.					
Legal fees and disbursements	<p>HLW Keeble Hawson Solicitors ("HLW") were instructed to provide legal advice and assist with the preparation of the sale agreement in relation to the Company's floating charge assets.</p> <p>This firm of lawyers was chosen based on their experience in this field.</p> <p>HLW also provided legal advice in relation to Company's premises lease and its subsequent surrender. It was not originally envisaged that advice would be needed in this regard and as such the original expense estimate increased by £465.50.</p> <p>As the lease has been surrendered, there were no further legal fees incurred by our lawyers in this regard.</p> <p>Due to a lack of asset realisations, HLW have been paid the sum of £806 plus VAT against their total costs.</p>	1,506.00	2,080.50	-	2,080.50
Agent's fees and disbursements	<p>I instructed Fox Lloyds Jones because of their experience in providing such valuations in an insolvency scenario.</p> <p>Their time includes attending company premises, organising lock change on the property, undertaking an inventory of assets, providing a formal valuation report. In addition they have also revisited the Company's former</p>	3,422.00	3,422.00	-	3,422.00

EXPENSES STATEMENT

Type of Expenditure	Who expense incurred by and nature of expense	Original Expense Estimate	Incurred in previous period	Incurred in current period	Total Expenses
		(£)	(£)	(£)	(£)
	<p>premises twice to oversee the release of ROT goods, escorted interested parties around the premises, negotiated with interested parties and invited offers ultimately providing a letter of recommendation in relation to the highest offer received.</p> <p>Their fees total £3,422 plus VAT.</p> <p>Due to a lack of assets I have only been able to discharge the sum of £1,909.33 against their total charges.</p>				
Accountancy fees	<p>Thompson Wright Chartered Accountants were instructed to assist with the preparation of the former employees' P45s.</p> <p>There will be no further fees incurred by the Accountants.</p>	350.00	350.00	-	350.00
Business Rate Advisors	<p>CAPA were engaged to conduct a review of the Company's business rates accounts to secure a refund. There fee will be on fixed basis of 25% plus VAT on any recovery. If they were unsuccessful in securing a refund there would be no fee.</p> <p>Unfortunately they were unable to recover any monies in relation to the Company's business rates and as such have not charged a fee to the Administration.</p>	-	-	-	-
Payments to associated entities of Mazars LLP					
Debt collection fees	<p>Mazars Receivables Management ("MRM") were instructed to assist with the collection of remaining debtors in</p>	4,651.00	3,463.30	1,525.80	4,989.10



EXPENSES STATEMENT

Type of Expenditure	Who expense incurred by and nature of expense	Original Expense Estimate (£)	Incurred in previous period (£)	Incurred in current period (£)	Total Expenses (£)
	<p>order to maximise realisations for creditors.</p> <p>MRM is an associate of Mazars LLP. MRM were engaged as they are experienced in collecting and monitoring book debts in insolvency scenarios.</p> <p>Further information on the outcome of the book debt collections is provided in Section 3 of the report.</p> <p>Approval for the basis of MRM's remuneration was obtained from the Secured and Preferential creditors on 4 August 2016 with reference to time properly spent in respect of the realisation of the Company's book debts subject to a fee estimate of £4,651 plus VAT</p> <p>Due to the lack of realisations, I have only been able to discharge the sum of £1,000 plus VAT in relation to their total costs.</p>				
Rent	<p>In accordance with the Court of Appeal's ruling re Game Station, "where an administrator makes use of leasehold property for the purposes of the Administration, the rent under the lease is payable as an expense of the administration for the period of the Administrators' use of the premises. The rent is to be treated as accruing from day to day. The quarterly rent is circa £10,000. I negotiated a reduced settlement with the Landlord for the period of the Administrators' occupation from 23 December 2015 to 12 January 2016 in the sum of £1,500 plus VAT.</p>	1,500.00	1,500.00	-	1,500.00

EXPENSES STATEMENT

Type of Expenditure	Who expense incurred by and nature of expense	Original Expense Estimate	Incurred in previous period	Incurred in current period	Total Expenses
		(£)	(£)	(£)	(£)
	Their charges have been paid in full.				
Other expenses		Other expenses			
Corporation tax	It was originally anticipated that there would not be any corporation tax payable in respect of the sale of the Company assets. No corporation has been payable in this instance.		-	-	-
Insurance of assets	I was required to insure the Company's assets until they were disposed of. The value disclosed represents the quote provided by my insurance brokers and covers the period to disposal of the assets (namely 23 December 2015 to 12 January 2016). These costs have been paid in full. As all insurable assets have been sold, there was no further requirement for any further insurance cover.	499.32	499.32	-	499.32
Administrators' Remuneration	Management of the Company's affairs in order to achieve the objective of the Administration. Realising and distributing the Company's assets and performing those tasks required as dictated by statute, best practice and ethical requirements.	27,141.00	25,024.20	4,265.50	29,289.70
Administrators' Disbursements	Disbursements are expenses paid by this Firm and re-charged to the estate when there are sufficient funds. A breakdown of the Joint Administrators' Disbursements is provided below.				



EXPENSES STATEMENT

Type of Expenditure	Who expense incurred by and nature of expense	Original Expense Estimate (£)	Incurred in previous period (£)	Incurred in current period (£)	Total Expenses (£)
	Payments totalling £314.58 have been made.				
Statutory Advertising	Courts Advertising: Statutory advertising requirements, to date this includes London Gazette advertisements for notice of appointment of Administrators. The cost of which was £84.60 plus VAT.	84.60	84.60	-	84.60
Bond	It is a legal requirement that I take out a specific bond in respect of the value of the assets. On the basis the assets recovered were initially likely to total £55,000 the bond will be as stated at £72. Please note that initial anticipated assets realisations included the net anticipated book debts collections after deducting Metrobank's liability.	72.00	72.00	-	72.00
Mileage	£102.03 was incurred in relation to mileage attending the Company's trading premises in order to meet with the director and remove the Company's books and records.	102.03	102.03	-	102.03
Storage	Paper records have been boxed and removed from the Company premises for off-site storage at an archive facility provided by Iron Mountain (UK) Ltd. I estimated the cost of this storage to be in the region of £200. I have now had confirmation that the storage costs in this matters are £55.95 plus VAT. These have been paid in full.	200.00	-	55.95	55.95
Total		39,527.95	36,598.05	5,847.25	42,445.20



**ADMINISTRATORS' ANALYSIS OF TIME COSTS
AND COMPARISON TO FEES ESTIMATE**

The Joint Administrators' total Fees Estimate as approved by creditors on 16 March 2016 was £27,141 plus VAT.

As detailed in Section 8 of the report, total costs incurred to date are £29,289,70 plus VAT.

The following table provides details of the Administrators' actual time costs incurred in the current reporting period, 18 April 2017 to 13 October 2017, compared to the estimated costs as per the Fees Estimate. The table also includes the cumulative period from 18 April 2017 to 13 October 2017, which provides details of the Administrators' total time costs since appointment.

Further information on the work undertaken in the current reporting period, including an explanation as to why the various tasks were required and whether the work provides a financial benefit to creditors is provided within the narrative summary of the Joint Administrators' time costs at Appendix D2.

Creditors will note that a blended hourly charge-out rate has been provided. This is calculated as the prospective average cost per hour based upon the estimated time to be expended by each grade of staff at their specific charge out rate. Details of the hourly rates of staff anticipated to work on this case can be found on the Rates and Disbursements policy attached to this report. Please note that where total costs do not equate to the total time at the blended hourly rate, this is due to rounding.



MAZARS

MATSAR SPECIALIST COATINGS LIMITED - IN ADMINISTRATION

APPENDIX D1

ADMINISTRATORS' ANALYSIS OF TIME COSTS
AND COMPARISON TO FEES ESTIMATE

Description of Work	Fees Estimate Approved on 16 March 2017			Actual time costs for the period 18 April 2017 to 13 October 2017			Cumulative time costs for the period 23 December 2015 to 13 October 2017		
	Total Time (hours)	Total Costs (£)	Blended Hourly Rate (£)	Time incurred (hours)	Total Costs (£)	Blended Hourly Rate (£)	Time incurred (hours)	Total Costs (£)	Blended Hourly Rate (£)
Admin & Planning	19.90	1,909.90	96.00	0.80	116.60	145.75	22.70	2,339.60	103.07
Taxation	13.86	2051.21	148.00	6.00	810.60	135.10	10.90	1,469.90	134.85
Investigations	7.10	1,008.60	142.00	-	-	-	9.60	1,336.80	139.25
Realisation of Assets	63.00	9,340.80	148.00	1.50	220.20	146.80	43.90	6,015.70	137.03
Employees	6.80	880.40	129.00	1.20	177.60	148.00	11.40	1,582.20	138.79
Creditors	1.80	295.80	164.00	-	-	-	7.00	1,165.00	166.43
Reporting	48.20	7,505.40	156.00	13.10	2,173.30	165.90	71.70	10,404.40	145.11
Cashiering	20.34	2,304.60	113.00	4.30	643.50	149.65	13.00	1,756.90	135.14
Statutory compliance	14.00	1,844.60	132.00	0.70	123.70	176.71	23.60	3,219.20	136.41
Totals	195.00	27,141.32	139.00	27.60	4,265.50	154.55	213.80	29,289.70	136.99

**NARRATIVE SUMMARY OF WORK UNDERTAKEN BY THE JOINT ADMINISTRATORS
FOR THE PERIOD 18 APRIL 2017 TO 13 OCTOBER 2017**

Introduction

The summary provides a proportionate overview of the work carried out in light of the specific circumstances of the case and includes details of the work that has been done during the period, why it was done and whether the work provides a financial benefit to creditors.

This summary should be read together with the Joint Administrators' Time Costs Analysis at Appendix D1. The costs incurred in relation to each category are set out in the attached Time Cost Analysis.

Work carried out in the current period
Administration and planning

The Administrators have undertaken the following work:

- Ongoing strategy meetings.
- Maintaining the case on the Firm's client systems and our specialist insolvency software system.

The majority of this work derived no financial benefit for creditors. However, appropriate case administration and planning ensures that the case is managed coherently and efficiently, with minimisation of costs and avoidance of duplication of work. A clear case strategy and strong internal processes aid to add value through the efficient management of the case. This work is also required in order to appropriately document and record how the case has been administered in accordance with regulatory requirements.

Taxation

The following activities were undertaken in order to ensure the Company is compliant with tax requirements:

- Preparing post- Administration Corporation Tax and VAT returns, as required by statute.
- Obtaining tax clearance.

The majority of this work derived no financial benefit for creditors, however, it is required in accordance with tax legislation.

Realisation of Assets

The work undertaken in respect of the realisation of the Company's assets is detailed in Section 3 of the report.

The main assets comprised two book debt ledgers. In addition to the information provided in Section 3, the following has been carried out:

- Collecting in the remaining book debts.

The work undertaken has added value for the benefit of creditors by enabling the realisation of funds in the estate. The costs associated with the recovery are considered appropriate in the circumstances.

Employees

The Company employed 12 employees. Further information regarding employees' claims is included within Section 4 of the report.

Work undertaken in order during the period:

- Writing to employees and dealing with any queries they may have in respect of their employment.

The majority of work in this category is required for statutory purposes and so does not provide a direct financial benefit to creditors.

Reporting

Reporting requirements during the period as prescribed by statute have included the following:

**NARRATIVE SUMMARY OF WORK UNDERTAKEN BY THE JOINT ADMINISTRATORS
FOR THE PERIOD 18 APRIL 2017 TO 13 OCTOBER 2017**

- Six-monthly progress reports are required to be issued by The Insolvency Act and Rules to provide creditors with an update of the progress of the Administration.
- Closure report.

The majority of this work derived no financial benefit for creditors. However, it is required in order to ensure that the case has been administered in line with regulatory requirements.

Cashiering

Cashiering work undertaken includes:

- Bank account maintenance, including periodic reconciliations.
- Issuing payments and banking receipts, and preparing the appropriate paperwork for such transactions.

The majority of this work derived no financial benefit for creditors. However, it is required in order to ensure that the estate bank account is operated in accordance with guidance issued by my regulatory body.

Statutory and Compliance

The work undertaken as required by statute and our internal procedures involves:

- Case monitoring and statutory compliance, including internal case reviews.

The majority of this work derived no financial benefit for creditors. However, this work is required in order to ensure that the case has been administered in accordance with regulatory requirements.