

AM10

Notice of administrator's progress report



Companies House

THURSDAY



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28/11/2019

#104

COMPANIES HOUSE

1 Company details

Company number 08203300

Company name in full Manchester Terminal 2 Hotel Limited

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

2 Administrator's name

Full forename(s) Matthew

Surname Ingram

3 Administrator's address

Building name/number 35 Newhall Street

Street

Post town Birmingham

County/Region

Postcode B33PU

Country

4 Administrator's name ①

Full forename(s) Steven

Surname Muncaster

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

5 Administrator's address ②

Building name/number The Chancery

Street 58 Spring Gardens

Post town Manchester

County/Region

Postcode M21EW

Country

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

AM10

Notice of administrator's progress report

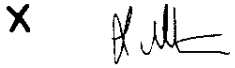
6 Period of progress report

From date	^d 2	^d 5	^m 0	^m 4	^y 2	^y 0	^y 1	^y 9
To date	^d 2	^d 4	^m 1	^m 0	^y 2	^y 0	^y 1	^y 9

7 Progress report

☒ I attach a copy of the progress report

8 Sign and date

Administrator's signature	<div>Signature</div> <div>  </div>	X
Signature date	^d 2 ^d 2 ^m 1 ^m 1 ^y 2 ^y 0 ^y 1 ^y 9	

AM10

Notice of administrator's progress report



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 **Sam Bevan**

Company name **Duff & Phelps Ltd.**

Address **The Chancery**

58 Spring Gardens

Post town **Manchester M2 1EW**

County/Region

Postcode

Country

DX

Telephone **+44 (0) 161 827 9000**



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

Progress Report to Creditors

Manchester Terminal 2 Hotel Limited

(In Administration)

22 November 2019

*Joint Administrators' Progress Report to Creditors
for the period from 25 April 2019 to 24 October 2019*

**Duff & Phelps Ltd.
The Chancery
58 Spring Gardens
Manchester
M2 1EW**

Definitions

Word or Phrase	Definition
the Act	The Insolvency Act 1986 (as amended)
the Agents	GVA Grimley Limited, independent agents who were instructed to <i>value and sell the assets of the Company</i>
the Appointment Date	25 April 2018, being the date of appointment of the Joint Administrators
the Bank / NatWest	National Westminster Bank Plc, with whom the Company banked
Category 2 Disbursements	The Joint Administrators' internal costs and expenses in dealing with the Administration
the Company	Manchester Terminal 2 Hotel Limited (In Administration) (Company Number: 08203300)
DBEIS	Department for Business, Energy & Industrial Strategy
the Directors	Christine Adamson and Donald Fuller, the Directors of the Company
Duff & Phelps	Duff & Phelps Ltd., The Chancery, 58 Spring Gardens, Manchester, M2 1EW
EC Regulation	EC Regulation on Insolvency Proceedings 2000
the Group	Squire Hotels Limited, Hydro Hotel Limited and Manchester Terminal 2 Hotel Limited collectively
HMRC	HM Revenue and Customs
the Hotel	Etrop Grange Hotel, Thorley Lane, Manchester, M90 4EG. The principal trading location of the business
Hydro	Hydro Hotel Limited T/A The Hydro Hotel
the Joint Administrators	Matthew Ingram of Duff & Phelps Ltd., 35 Newhall Street, Birmingham. B3 3PU and Steven Muncaster of Duff & Phelps Ltd., The Chancery, 58 Spring Gardens, Manchester, M2 1EW
Licensed Solutions	Licensed Solutions Limited, independent managing agents instructed to oversee and manage the ongoing trading of the Hotel on behalf of the Joint Administrators
PK & DF / the Security Trustees	Paul Kinsella and Donald Fuller as Security Trustee, the holders of a fixed and floating charge over the Company's assets
Prescribed Part	<i>Pursuant to Section 176A of the Act where a floating charge is created after 15 September 2003 a designated amount of the Company's net property (floating charge assets less costs of realisation) shall be made available to non-preferential unsecured creditors</i>

the Previous Progress Report	The Joint Administrators' Second Progress Report to Creditors published on 23 May 2019
the Proposals	The Joint Administrators' proposals and report issued on 15 June 2018
the Purchaser	GC Property 1 Limited, the purchaser of the business and assets of the Company
the Qualifying Floating Charge Holders / QFC's	TCF and PK & DF
the Reporting Period	The period of 25 April 2019 to 24 October 2019
the RPS	Redundancy Payments Service
the Rules	The Insolvency (England & Wales) Rules 2016 (as amended)
Samlesbury	Squire Hotels Limited (In Administration) t/a Best Western Plus Samlesbury Hotel
the Secured Creditors	TCF and PK & DF, both of which hold fixed and floating charges over the Company's assets
the Solicitors	Clarke Wilmott LLP, the Joint Administrators' solicitor
SIP 9	Statement of Insolvency Practice 9 – Industry best practice for Insolvency Practitioners in relation to disclosure of remuneration and disbursements
SIP 16	Statement of Insolvency Practice 16 - industry best practice for Insolvency Practitioners, which includes a requirement for disclosure of information with respect to a 'Pre-Packaged' sale of business and/or assets of the Company
SOA	Statement of Affairs, documentation to be supplied by the Director outlining the Company's financial position as at the Appointment Date
TCF	Together Commercial Finance Limited, the holder of a fixed and floating charge over the Company's assets
TUPE	The Transfer of Undertaking (Protection of Employment) Regulations 2006

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Names of Joint Administrators: Matthew Ingram
Steven Muncaster

Date of appointment: 25 April 2018

Date of report: 22 November 2019

Appointed by: The Directors of the Company

Court reference: High Court of Justice
Chancery Division
Birmingham District Registry
No. 8101 of 2018

1. Introduction

- 1.1 The Joint Administrators were appointed on the Appointment Date by the Directors, pursuant to paragraph 22 of Schedule B1 to the Act.
- 1.2 In accordance with Paragraph 100(2) of Schedule B1 to the Act, the functions of the Joint Administrators may be exercised by either of the Administrators.
- 1.3 The purpose of this report is to provide creditors with details of the progress of the Administration during the Reporting Period. This report should be read in conjunction with the Proposals.
- 1.4 Statutory information on the Company is attached at Appendix 1.

2. Joint Administrators' Report and Statement of Proposals

- 2.1 In accordance with Paragraph 52(1)(b) of Schedule B1 to the Act, a creditors' meeting was not required to be held as it was anticipated that there would be insufficient realisations to enable a distribution to non-preferential creditors, other than the Prescribed Part, if any.
- 2.2 No meeting was convened and the Proposals were deemed to have been approved by creditors on 29 June 2018.
- 2.3 As advised in the Proposals, the Joint Administrators must perform their functions with the purpose of achieving one of the following hierarchical objectives:
- Rescuing the Company as a going concern; or
 - 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.
- 2.4 The Joint Administrators have achieved a going concern sale of the business and assets of the Company, however, due to the level of the Company's liabilities and expected total realisations, it has not been possible to achieve the first hierarchical objective in this instance.
- 2.5 The Joint Administrators have achieved the second objective as a better result for the Company's creditors as a whole than if the Company were wound up without first being in Administration, for reasons set out below:
- The continued trading during the Administration protected the goodwill of the business and enhanced the price obtained for the Hotel when it was sold as a going concern. This would not have been achievable in a cessation of trade scenario; and
 - The sale of the business and assets of the Company as a going concern has minimised the Company's liabilities, particularly in respect of employee claims. The sale of the Hotel resulted in the employees of the Company transferring to the Purchaser under TUPE, therefore avoiding a number of redundancies. Continued trading also enabled pre-booked wedding functions and events to be held and has thereby reduced the value of non-preferential claims for deposits paid prior to the Appointment Date.

- 2.6 The third objective has also been achieved as the sale of the business and assets of the Company has enabled a distribution to be made to TCF under its fixed charge. Furthermore, a distribution will be made to the investors whose investments are secured under the charge held by the Security Trustees.

3. Progress of the Administration

- 3.1 The manner in which the affairs and business of the Company have been managed during the Reporting Period and will continue to be managed and financed are set out below. Please refer to the Previous Progress Report for further information on the progress of the Administration prior to the Reporting Period.

Administration Trading Period

- 3.2 The Joint Administrators' trading accounts have been finalised during the Reporting Period.
- 3.3 A final trading account is enclosed at Appendix 2.

Sale of Business and Assets

- 3.4 The principal asset of the Company was the leasehold interest of the Hotel located at Etrop Grange Hotel, Thorley Lane, Manchester, M90 4EG.
- 3.5 On 13 December 2018, a sale of the business and assets of the Company was completed to the Purchaser for a total consideration of £1,820,000. An apportionment of this consideration is set out below:

Asset	£
Leasehold Interest	1,600,000
Goodwill	160,000
Furniture & Equipment	59,997
Intellectual Property/Customer List/IT	3
Total	1,820,000

- 3.6 The Joint Administrators, and the Agents, are satisfied that the sale consideration achieved resulted in the best possible outcome for the Administration estate. No further asset realisations are anticipated in respect of the Hotel.

Inter-Company Loan

- 3.7 As at the Appointment Date, the Company's records indicated that the Company was owed funds by Hydro Hotel Limited, a connected company by way of common directorship. The Joint Administrators commenced a reconciliation process in respect of the balance due from Hydro, however on 8 February 2019 Hydro Hotel Limited was placed into Administration.

- 3.8 Having reviewed the initial reports issued by the Administrators of Hydro Hotel Limited, it is anticipated that there will be a distribution made back to its creditors. As such, the Joint Administrators will shortly be submitting a claim in the Administration of Hydro Hotel Limited.
- 3.9 The reconciliation undertaken identified other amounts owed from connected parties and these sums will be pursued accordingly.
- 3.10 A further update will be provided to creditors in due course.

Sundry Refund

- 3.11 A refund of £550 has been received during the Reporting Period in relation to an overpayment made during the trading period.

Gross Bank Interest

- 3.12 Bank interest of £89 has been received in the Reporting Period.

Other Matters

- 3.13 The Joint Administrators are not aware of any other assets available in the Administration however, they will continue to investigate the potential to enhance realisations for the benefit of creditors.

4. Investigations

- 4.1 The Joint Administrators have complied with their statutory obligations to file a report with the DBEIS concerning the conduct of all directors of the Company that served in the three years prior to the Joint Administrators appointment. The content of this report is confidential and has been submitted to the Insolvency Service.
- 4.2 However, should any of the Company's creditors have information concerning the Company's affairs that they would like to bring to the Joint Administrators' attention, please contact this office.

5. Dividend Prospects / Prescribed Part

Secured Creditors

TCF

- 5.1 In consideration for the monies advanced under a loan facility, the Company granted TCF a debenture which was created on 26 June 2017 and delivered on 3 July 2017, which confers fixed and floating charges over all the assets of the Company.
- 5.2 As at the Appointment Date, the Company's indebtedness to TCF was approximately £1,007,421, subject to the application of accruing interest and charges.
- 5.3 TCF have a legal charge registered at the Land Registry that overarches the security registered at Companies House in favour of PK & DF in respect of the Hotel lease. As such, TCF rank ahead of PK & DF in respect of fixed charge distributions made in respect of the consideration received for the leasehold interest.

5.4 Following completion of the sale of the business and assets of the Company, TCF were repaid in full under its fixed charge totalling £1,085,495 inclusive of interest and charges.

5.5 No further distributions will be made to TCF from the Administration estate.

PK & DF

5.6 In consideration for the monies advanced under the Loan Notes, the Company granted PK & DF a debenture which was created on 3 February 2015 and delivered on 4 February 2015, which confers fixed and floating charges over all of the assets of the Company.

5.7 At the Appointment Date, the Company's indebtedness to PK & DF totalled approximately £7.7m.

5.8 The Security Trustees act on behalf of approximately 245 loan note holders who have invested funds into the Hotel by way of bond payments. There is only one Security Trustee who resides in Canada which has therefore led to some difficulty in establishing communication. In addition, the investment company which facilitated most of the investments by the loan note holders has been placed into Liquidation.

5.9 The Security documentation names the Security Trustee as the person who is entitled to enforce the Security Documentation, however these powers are vested in the Security Trustee to allow monies to be recovered from the Company's assets for the benefit of the individual loan note holders.

5.10 The Joint Administrators have received the initial information from the Security Trustee regarding respective investments and have commenced a review of this information. Due to the complexities surrounding the investors, the Joint Administrators are liaising with the Solicitors in order to make an application to court for directions to confirm the most appropriate approach to agreeing the claims of individual investors and any subsequent distribution. The Solicitors have also sought advice from counsel in regard to this matter. As a result, a Deed of Delegation has been drafted and is in the process of being sent to the Security Trustee in order to confirm delegation of certain powers of the Security Trustee to the Joint Administrators, namely agreeing the claims of the loan note holders and payment of subsequent distributions.

5.11 The court application will request the court to ratify the delegation of powers to the Joint Administrators. The application to court will also include a request for an increase in professional fees to be drawn by the Joint Administrators, which will be necessary largely due to the additional work in dealing with the claims of the loan note holders.

5.12 Once the Deed of Delegation has been returned by the Security Trustee, the application will be filed at court.

5.13 Upon receipt of directions from the court, the Joint Administrators will look to write to all investors to confirm the details of their claims before making any distributions.

Preferential Creditors

5.14 Preferential creditors' claims consist of employee claims for arrears of pay and holiday pay for any employees who left prior to the Appointment Date. It is understood that only one employee has submitted a claim in this regard which has been paid by the RPS.

- 5.15 The RPS submitted a subrogated preferential claim totalling £800 on 24 May 2018 in respect of payments made to the former employee of the Company, who left employment immediately prior to the Appointment Date and was owed arrears of wages. No other claims have been received to date.
- 5.16 Following the sale of the business and assets of the Company, the Company's employees have been transferred to the Purchaser pursuant to TUPE.
- 5.17 Based upon the current information available, it is anticipated that there will be insufficient realisations to enable a distribution to be made to preferential creditors of the Company in this instance.

Prescribed Part

- 5.18 The Company granted a fixed and floating charge to PK & DF on 3 February 2015, and a fixed a floating charge to TCF on 26 June 2017, therefore the Prescribed Part provisions will apply.
- 5.19 The Prescribed Part is calculated as a percentage of the net property as follows:
- | | |
|------------------------------------|--|
| Net property less than £10,000: | 50% unless the Joint Administrator considers that the costs of making a distribution to the non-preferential unsecured creditors would be disproportionate to the benefits |
| Net property greater than £10,000: | 50% up to £10,000 plus 20% thereafter to a maximum of £600,000 |
- 5.20 Based upon the current information available, the Joint Administrators are of the opinion that following the discharge of the costs of the Administration, there will be insufficient funds to enable a Prescribed Part distribution to be made to non-preferential creditors

Non-Preferential Creditors

- 5.21 According to the Company's books and records, non-preferential creditors total £539,231.
- 5.22 Non-preferential claims received to date total £1,026,579 and can be summarised as follows:

Creditor	Claim	
Trade & Expenses Creditors	£	326,744
Inter-Company Loan	To be confirmed	
HMRC	£	699,835
Total	£	1,026,579

- 5.23 Based upon current information available, it is anticipated that there will be insufficient realisations to enable a distribution to the non-preferential creditors of the Company.

6. Joint Administrators' Receipts and Payments Account

6.1 A Receipts and Payments account, including a trading account, for the Reporting Period is attached at Appendix 2.

6.2 As at 24 October 2019, there was a cash balance of £398,186.09.

7. Pre-Administration Costs

7.1 The Joint Administrators obtained fee approval from the Secured Creditors on 12 November 2018 in respect of the following pre-Administration costs:

Name of Recipient	Brief Description of Services Provided	Pre-Administration Costs Incurred
Duff & Phelps	Pre-Administration Time Costs	£16,181 plus disbursements of £482
Clarke Wilmott LLP	Assistance in placing the Company into Administration	£6,465 plus disbursements of £92

7.2 During the Reporting Period, Duff & Phelps have drawn fees of £16,181 in respect of pre-Administration remuneration plus £482 in relation to pre-Administration disbursements.

8. Joint Administrators' Costs and Expenses

8.1 In addition to the above, the Joint Administrators also received consent from the Secured Creditors on 12 November 2018 in respect of the basis of their post appointment remuneration in the sum of £268,950.

8.2 The time costs charged in the Reporting Period by the Joint Administrators are as analysed at Appendix 3. Time has been charged in six-minute units.

8.3 The total time costs incurred by the Joint Administrators during the Reporting Period are £24,454 representing 81 hours with an average charge out rate of £301 per hour.

8.4 In accordance of SIP 9, the Joint Administrators have provided creditors with additional information regarding the major areas of time incurred during the Reporting Period.

- Time costs of £5,962 have been incurred under the heading Cashiering and Accounting. This relates to the management of the Joint Administrators' bank account, processing the receipts and payments during the Reporting Period and liaising with Licensed Solutions to ensure the trading accounts are correctly reconciled.
- Time costs totalling £5,698 have been incurred under the heading Strategy, Planning & Control. This represents time spent reviewing the position of the case and both internal and external discussion surrounding the progress and general strategy of the Administration regarding future distributions to investors.
- Time costs of £3,533 have been incurred under the heading Statutory Matters (Meeting, Reports & Notices). This relates to time spent dealing with all statutory matters required for the Administration during the Reporting Period including drafting and distributing the

Previous Progress Report, liaising with the Solicitors in respect of the extension of the Administration and all other statutory matters that have arisen.

- Time costs totalling £3,373 have been incurred under the heading Communications with Creditors / Employees. This represents time spent corresponding with creditors and investors regarding their claim and also providing updates on the case position.

8.5 During the Reporting Period, remuneration of £245,000 has been drawn by the Joint Administrators in relation to the time spent in dealing with the Administration.

8.6 The Joint Administrators have incurred expenses and disbursements in dealing with the Administration of the Company and these are detailed at Appendix 3

8.7 A Statement of Creditors' Rights concerning the Joint Administrators' fees is enclosed at Appendix 4.

9. Extension of the Administration and Conclusion

9.1 An Administration automatically comes to an end after one year, unless an extension is granted by the Court or with the creditors' consent.

9.2 The Joint Administrators approached the Secured Creditors to seek their consent to an extension of the Administration, pursuant to paragraph 76(2)(b) to Schedule B1 of the Act.

9.3 Despite a number of attempts to obtain the consent, this was not forthcoming within the timeframe afforded. The Joint Administrators made an application to court to seek consent to the extension, which was granted.

9.4 The automatic end of the Administration is now 24 April 2020.

9.5 Although the Administration has been extended, there may be insufficient time to agree the individual claims of the loan note holders, therefore the Joint Administrators are seeking advice regarding a further extension of the Administration beyond 24 April 2020. This would be covered in the application to court discussed at paragraph 5.11.

9.6 Once all distributions have been made and all matters have been concluded, the Notice will be submitted to the Registrar of Companies pursuant to Paragraph 84 of Schedule B1 to the Act.

9.7 Following registration of the Notice by the Registrar of Companies, the Joint Administrators' appointment will cease to have effect, and they will be discharged from liability under Paragraph 98(3) of Schedule B1 to the Act.

9.8 At the end of three months beginning with the date of the Notice being registered by the Registrar of Companies the Company will be dissolved.

10. Next Report

- 10.1 The Joint Administrators are required to provide a Progress Report within one month of every six months. The next report will be issued no later than 24 May 2020.
- 10.2 If you have any queries or require any further assistance, please do not hesitate to contact my colleague Sam Bevan of this office.



Steven Muncaster
Joint Administrator

The affairs, business and property of the Company are being managed by the Joint Administrators, Matthew Ingram and Steven Muncaster, who act as agents for the Company and without personal liability. Both are licensed by the Insolvency Practitioners Association.

Appendix 1

Statutory information

Statutory Information

Date of Incorporation	5 September 2012
Registered Number	08203300
Company Director(s)	Miss Christine Adamson Mr Donald Fuller
Shareholders	Miss Christine Adamson – 1 Ordinary Share Mr Donald Fuller – 1 Ordinary Share
Trading Address	Thorley Lane Manchester Airport Manchester M90 4EG
Registered Office	Current: Duff & Phelps Ltd. The Chancery 58 Spring Gardens Manchester M2 1EW Former: Unit 2.3 Waulk Mill 51 Bengal Street Ancoats Manchester M4 6LN
Any Other Trading Names	Etrop Grange Hotel

Appendix 2

Joint Administrators' Receipts and Payments Account

Manchester Terminal 2 Hotel Limited
(In Administration)
Joint Administrators' Summary of Receipts & Payments

Statement of Affairs £	From 25/04/2019 To 24/10/2019 £	From 25/04/2018 To 24/10/2019 £
SECURED ASSETS		
Goodwill	NIL	160,000.00
Intellectual Property	NIL	3.00
Leasehold Land & Property	NIL	1,600,000.00
	NIL	1,760,003.00
COSTS OF REALISATION		
Agents/Valuers Fees	925.00	56,569.20
Insurance	NIL	16,182.50
Joint administrators' disbursements	482.00	482.00
Joint administrators' remuneration	166,993.00	166,993.00
Legal Fees	NIL	3,000.00
Marketing Advertisement	NIL	1,891.89
Property Agents Disbursements	NIL	146.58
Property Agents Fees	NIL	36,349.99
	(168,400.00)	(281,615.16)
SECURED CREDITORS		
Together Commercial Finance	NIL	1,085,495.01
	NIL	(1,085,495.01)
ASSET REALISATIONS		
Bank Interest on LS trading account	88.85	304.66
Cash at Bank	NIL	55,605.31
Debtors	NIL	16,249.38
Furniture & Equipment	NIL	59,997.00
Stock	NIL	3,736.00
Sundry Refund	550.00	637.00
Trading Surplus/(Deficit)	(4,550.28)	47,828.18
	(3,911.43)	184,357.53
COST OF REALISATIONS		
Accountants Fees	NIL	1,050.00
Agents/Valuers Disbursements	NIL	22.00
Agents/Valuers Fees	NIL	2,250.00
Bank Charges	NIL	167.30
Contribution to Landlord costs	NIL	(2,500.00)
Joint administrators' disbursements	313.20	313.20
Joint administrators' remuneration	94,188.00	94,188.00
Landlord's agent's costs	NIL	500.00
Landlord's legal costs	NIL	2,000.00
Legal Fees	NIL	16,599.00
Pre-Appointment Legal fees	NIL	5,162.00
Statutory Advertising	NIL	84.60
	(94,501.20)	(119,836.10)
	(266,812.63)	457,414.26
REPRESENTED BY		
Fixed bank account		286,749.95
Fixed charge VAT receivable		59,694.55
Floating/main current account		105,208.50
Trustee account		6,227.64
VAT payable		(3,348.61)
VAT Receivable		2,882.23
		457,414.26

Manchester Terminal 2 Hotel Limited
(In Administration)
Joint Administrators' Trading Account

Statement of Affairs £	From 25/04/2019 To 24/10/2019 £	From 25/04/2018 To 24/10/2019 £
POST APPOINTMENT SALES		
Events Receivables	NIL	6,198.95
Sales	NIL	1,216,059.94
	NIL	1,222,258.89
PURCHASES		
Food	NIL	97,049.66
Liquor	NIL	63,986.40
Other Purchases	NIL	49,163.09
	NIL	(210,199.15)
OTHER DIRECT COSTS		
Agency Staff	NIL	21,337.49
Attachment of Earnings	NIL	3,088.27
Staff Wages	NIL	443,582.88
Tax/NI	NIL	70,358.41
	NIL	(538,367.05)
TRADING EXPENDITURE		
Bank charges - trading account	37.50	1,362.62
Car Parking	2,311.30	22,715.70
Credit Card Commissions	NIL	32,756.41
Equipment Rental	NIL	2,120.46
Function Costs	NIL	9,978.69
Heat & Light	NIL	60,996.71
Hire of Equipment	NIL	14.63
Laundry	NIL	34,752.84
Marketing Fees	NIL	900.86
PDQ Set Up & Rentals	NIL	4,635.00
Professional Fees	NIL	815.00
Ransom Payments	NIL	8,908.22
Rents	NIL	52,666.65
Repairs & Maintenance	1,181.51	22,329.39
Sales Commission	NIL	9,636.60
Stationery	NIL	695.18
Sundry Expenses	NIL	4,324.79
Telephone & Internet	NIL	44,246.49
Travel	NIL	1,203.70
Travel Agents Subscriptions & Commi	1,019.97	99,441.86
Vehicle Rental	NIL	3,690.69
Waste Disposal	NIL	7,672.02
	(4,550.28)	(425,864.51)
TRADING SURPLUS/(DEFICIT)	(4,550.28)	47,828.18

Appendix 3

Analysis of Time Charged and Expenses Incurred

87060 MANCHESTER TERMINAL 2 HOTEL LIMITED

ANALYSIS OF TIME COSTS FOR THE PERIOD 25/04/2019 to 24/10/2019

ADM-Admin. - Post Appt.

Classification of Work Function	Hours					Total Hours	Time Cost £	Avg Hourly Rate £
	Managing Director	Manager	Senior	Assistant	Support			
Administration and Planning								
Case review & Case Diary management	0.50	2.70	0.20	0.00	0.00	3.40	1,456.00	428.24
Cashiering & accounting	0.00	1.80	9.10	11.80	0.00	22.70	5,962.25	262.65
Dealings with Directors and Management	0.00	1.10	0.00	0.00	0.00	1.10	462.00	420.00
Statutory matters (Meetings & Reports & Notices)	0.00	1.80	6.45	4.65	0.00	12.90	3,532.75	273.86
Strategy planning & control	0.00	9.85	4.05	1.90	0.00	15.80	5,697.75	360.62
Tax Compliance / Planning	0.00	0.40	0.60	1.00	0.00	2.00	511.00	255.50
Creditors								
Communications with Creditors / Employees	0.40	0.20	3.10	10.35	0.00	14.05	3,373.00	240.07
Creditors committee	1.30	0.00	0.00	0.00	0.00	1.30	689.00	530.00
Non Pref Creditors / Employee claims handling	0.00	0.00	0.40	0.00	0.00	0.40	114.00	285.00
Secured Creditors	1.30	1.20	0.00	0.00	0.00	2.50	1,193.00	477.20
Investigations								
Financial review and investigations (S238/239 etc)	0.00	0.00	1.05	2.50	0.00	3.55	834.75	235.14
Realisation of Assets								
Book debts	0.00	0.20	0.00	0.00	0.00	0.20	84.00	420.00
Hire Purchase and Lease Assets	0.00	0.00	0.00	0.25	0.00	0.25	52.50	210.00
Sale of business	0.50	0.00	0.00	0.00	0.00	0.50	265.00	530.00
Trading								
Trading - Accounting	0.00	0.40	0.00	0.00	0.00	0.40	168.00	420.00
Trading - Operations	0.00	0.00	0.20	0.00	0.00	0.20	59.00	295.00
Total Hours:	4.00	19.65	25.15	32.45	0.00	81.25		300.97
Total Fees Claimed: £	2,120.00	8,261.00	7,580.25	6,492.75	0.00		24,454.00	

Category 2 Disbursements:

Manchester Terminal 2 Hotel Limited (In Administration)
Joint Administrators' Expenses & Disbursements of the Administration

		Reporting Period	
Company	Activity	Incurred £	Paid £
Agents / Valuers Fees & Disbursements			
GVA Grimley	Marketing and Sale of the Hotel	36,496.57	36,496.57
Licensed Solutions Limited	Managing agents instructed to assist the Joint Administrators with the trading of the Hotel.	56,569.20	56,569.20
Insurance			
Willis Limited	Insurance cover over the assets of the Company	16,183.00	16,183.00
Professional Fees			
Clarke Willmott LLP	Ad Hoc Legal Advice and assistance with the documentation for the sale of the Hotel	19,599.00	19,599.00
Curo Chartered Accountants	Review of tax affairs and assistance with the filing of returns	1,050.00	1,050.00
Total		129,897.77	129,897.77

The above costs exclude VAT.

Appendix 4

Statement of Creditors' Rights

STATEMENT OF CREDITORS RIGHTS

Rule numbers refer to Insolvency (England & Wales) Rules 2016 (as amended)

Section numbers refer to Insolvency Act 1986

If you require a copy of any relevant rule or section, please contact Heather Thomson of this office.

Information for creditors on remuneration and disbursements of Administrators

Information regarding the fees and disbursements of Administrators, including details of the Duff & Phelps' disbursements policy and hourly charge out rates for each grade of staff that may undertake work on this case, is in a document called "A Creditors' Guide to Administrators' Fees". This can be viewed and downloaded from the Joint Administrators' website at <http://www.duffandphelps.com/uk-restructuring/creditor-guides> (click on the document 'Administration (appointment from 1 October 2015)'). Should you require a copy, please contact this office.

Creditors have the right to request information from the Administrator under rule 18.9

A secured creditor, a non-preferential creditor with the concurrence of at least 5% in value of the non-preferential creditors (including the creditor in question) or any non-preferential creditor with the permission of the Court may make a written request to the Administrator for further information concerning remuneration or expenses (other than pre-administration costs). Such a request must be made within 21 days of receipt of this final progress report and a response will be provided within 14 days of receipt of the request.

Creditors have recourse to court, application to be made within 21 days of the Administrator giving reasons for not providing all the information requested or the expiry of the 14 days within which an Administrator must respond to a request.

Creditors have the right to challenge the Administrator's remuneration and expenses under rule 18.34

A secured creditor, a non-preferential creditor with the concurrence of at least 10% in value of the non-preferential creditors (including that creditor) or any non-preferential creditor with the permission of the Court, may make an application to court on the grounds that the remuneration charged or expenses incurred are excessive and/or that the basis fixed for the Administrator's remuneration is inappropriate. The application to court must be made no later than eight weeks after receipt of the report or account which first reports the charging of the remuneration or the incurring of expenses in question.