

AM10

Notice of administrator's progress report



Companies House

FRIDAY



A07 *A7ZUPR5Z* 22/02/2019 #113
COMPANIES HOUSE

1 Company details

Company number 09019506

Company name in full Cella Energy Limited

→ Filling in this form

Please complete in typescript or in
bold black capitals.

2 Administrator's name

Full forename(s) Chris

Surname Newell

3 Administrator's address

Building name/number 81 Station Road

Street Marlow

Post town Bucks

County/Region

Postcode SL71NS

Country

4 Administrator's name ①

Full forename(s) Frank

Surname Wessely

① Other administrator

Use this section to tell us about
another administrator.

5 Administrator's address ②

Building name/number 81 Station Road

Street Marlow

Post town Bucks

County/Region

Postcode SL71NS

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	0	d	1	m	0	m	8	y	2	y	0	y	1	y	8
To date	d	3	d	1	m	0	m	1	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

Signature

X



X

Signature date	d	2	d	1	m	0	m	2	y	2	y	0	y	1	y	9
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Cella Energy Limited
(In Administration)

JOINT ADMINISTRATORS' RECEIPTS AND PAYMENTS ACCOUNT

	Statement of affairs £	From 01/08/2018 To 31/01/2019 £	From 01/02/2018 To 31/01/2019 £
RECEIPTS			
Plant & Machinery	100,000.00	0.00	0.00
Tax Refund		0.00	5,455.93
Insurance Refund		366.14	366.14
Cash at Bank	76,000.00	0.00	76,640.88
Bank Interest Gross		24.00	52.33
		<u>390.14</u>	<u>82,515.28</u>
PAYMENTS			
Gas Bill		0.00	16.23
Pension Consultant fees		0.00	250.00
Office Holders Expenses		0.00	5,000.00
Contractor Fees		0.00	2,000.00
IT Services		0.00	6,185.00
Consultancy Fees		0.00	7,741.85
Chemical Disposal Agents		2,075.00	2,075.00
Patent agent fees		1,371.90	1,371.90
Statutory Advertising		0.00	162.90
Rents Payable		20,000.00	20,000.00
Rates		403.84	1,128.55
Other Property Expenses		4,833.80	4,912.45
Vat Receivable		5,572.77	8,042.03
		<u>34,257.31</u>	<u>58,885.91</u>
BALANCE - 31 January 2019			<u><u>23,629.37</u></u>


Chris Newell
Joint Administrator

Cella Energy Limited

(In Administration)

("the Company")

High Court of Justice Court No. 8036 of 2018

**THE JOINT ADMINISTRATORS' INTERIM PROGRESS REPORT FOR THE PERIOD 1 AUGUST 2018
TO 31 JANUARY 2019**

21 February 2019

This report has been prepared for the sole purpose of updating the creditors for information purposes. The report is private and confidential and may not be relied upon, referred to, reproduced or quoted from, in whole or in part, by creditors for any purpose other than updating them for information purposes, or by any other person for any purpose whatsoever.

Chris Newell and Frank Wessely of Quantuma LLP, 81 Station Road, Marlow, Bucks, SL7 1NS, were appointed Joint Administrators of Cella Energy Limited on 01 February 2018.

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

Chris Newell is licensed to act as an insolvency practitioner by the Insolvency Practitioners Association and Frank Wessely is licensed to act as an insolvency practitioner by the Institute of Chartered Accountants in England and Wales

CONTENTS

INTRODUCTION

THE PROGRESS OF THE ADMINISTRATION

CREDITORS: CLAIMS AND DISTRIBUTIONS

OTHER MATTERS AND INFORMATION TO ASSIST CREDITORS

PRE-ADMINISTRATION COSTS

THE JOINT ADMINISTRATORS' FEES AND EXPENSES

DECISION BY CORRESPONDENCE

CONCLUSION

APPENDICES

Appendix 1	Statutory information
Appendix 2	The Joint Administrators' receipts and payments account as at 31 January 2019
Appendix 3	Schedule of Joint Administrators' time costs
Appendix 4	Detailed narrative list of work undertaken by the Joint Administrators during the Review Period
Appendix 5	Information to Support the Joint Administrators' Fee Proposal
Appendix 6	Quantuma LLP's Schedule of Current Charge Out Rates & Chargeable Disbursements
Appendix 7	Notice of Decision Procedure/ Voting Form/ Proof of debt
Appendix 8	Notice of Invitation to Form a Creditors' Committee

ABBREVIATIONS

For the purpose of this report the following abbreviations shall be used:

"the Act"	Insolvency Act 1986
"the Rules"	Insolvency (England and Wales) Rules 2016
"the Joint Administrators"	Chris Newell and Frank Wessely of Quantuma LLP
"the Company"	Cella Energy Limited (in Administration)
"the Court"	High Court of Justice
"SIP"	Statement of Insolvency Practice (England & Wales)
"Review Period"	Period covered by the report from 1 August 2018 to 31 January 2019

INTRODUCTION

This report has been prepared to provide creditors with an update on the progress of the Administration of the Company since our last report to creditors dated 1 August 2018.

Given the information previously provided to creditors in our earlier report to creditors, we have not included detailed background information in respect of the Company and have focussed on progress of the Administration subsequent to that report.

The Joint Administrators' proposals were approved. A formal notice confirming this was sent to all creditors on 16 April 2018.

An extension to the period of Administration of 6 months was granted by the relevant creditors on 24 January 2019 and thus the Administration is now scheduled to end on 31 July 2019.

A schedule of statutory information in respect of the Company is attached at Appendix 1.

Details of the appointment of the Joint Administrators

Chris Newell and Frank Wessely of Quantuma LLP were appointed Joint Administrators of the Company on 1 February 2018.

The Joint Administrators confirm that they are authorised to carry out all functions, duties and powers by either one or both of them.

PROGRESS OF THE ADMINISTRATION

The Joint Administrators' receipts and payments account

Attached at Appendix 2 is a receipts and payments account for the Review Period together with a summary of the transactions in the previous review periods.

The rest of this report describes the key developments in the Administration over the Review Period.

For a detailed list of work undertaken by the Joint Administrators during the Review Period, see Appendix 4.

We have also summarised the main asset realisations during the Review Period and an estimation of those assets yet to be realised, together with details of costs incurred but as yet remaining unpaid.

VAT Basis

Receipts and payments are shown net of VAT, with any amount due to or from HM Revenue and Customs shown separately.

Administrative, Statutory & Regulatory Tasks

The Joint Administrators have met a considerable number of statutory and regulatory obligations. Whilst many of these tasks have not had a direct benefit in enhancing realisations for the insolvent estate, they have assisted in the efficient and compliant progressing of the administration, which has ensured that the Joint Administrators and their staff have carried out their work to high professional standards.

During the Review Period, primarily these tasks have included:

- Drafting and issuing the progress report to creditors;
- Consulting with and instructing staff and independent advisers as regards practical, technical and legal aspects of the case to ensure efficient progress;

-
- Maintaining case files, which must include records to show and explain the administration and any decisions made by the Joint Administrators that materially affect the administration;
 - Monitoring and maintaining an adequate statutory bond;
 - Conducting periodic case reviews to ensure that the administration is progressing efficiently, effectively and in line with the statutory requirements;
 - Maintaining and updating the estate cash book and bank accounts, including regular bank reconciliations and processing receipts and payments; and
 - Completing periodic tax returns.

Realisation of assets

Plant and Machinery and Intellectual Property

Chattel agents, Hilco Global, were instructed to assist with the marketing and sale of the Company's plant and machinery and intellectual property, being registered patents and ongoing applications.

The Joint Administrators continued to occupy the Company's former trading premises which contained the Company's plant and machinery assets to improve the prospects of securing a sale of the assets.

A number of interested parties came forward with two offers received following a deadline set for 27 March 2018. The higher offer received withdrew their interest after failing to provide proof of funding meaning the second offer of £130,000 for the plant and machinery and intellectual property was accepted. Solicitors, Harrison Clark Rickerbys, were instructed to facilitate the completion of the sale.

The offer included a full and final settlement of £50,000 for the post-appointment rent incurred. Unfortunately, the consortium behind the offer was unable to agree an arrangement with the landlord in respect of the premises and as a result of continued delays incurring further costs and evidence of a reducing prospect to conclude the sale, the Joint Administrators took a commercial decision to reject the offer.

In order to alleviate the expenses incurred through the post-appointment rent, the Joint Administrators agreed that the rights to the intellectual property and plant and machinery be transferred to the landlord as settlement together with a payment of £20,000 plus VAT.

Estimated future realisations

Two of the Company's space patents were not included in the settlement agreement with the landlord. The Joint Administrators are currently in discussion with an interested party regarding the sale of the two patents.

With exception to the remaining space patents, there are now no further asset realisations expected.

Payments

Payments during the review period are detailed on the Receipts and Payments account in Appendix 2.

Costs incurred but remaining unpaid

Costs incurred during the Review Period, but which as yet remain unpaid. These costs are separately detailed below:

Cost Description	Amount (£)
Agents' fees	TBC
Legal fees	27,994
Legal disbursements	3
Insurance	TBC
TOTAL	27,997

During the Review Period, the Joint Administrators have also incurred time costs and direct expenses, not all of which have yet been discharged. Further details of these costs are set out below.

CREDITORS: CLAIMS AND DISTRIBUTIONS

Preferential creditors

The Joint Administrators and their staff have incurred time costs in assisting employees to obtain payment from the Redundancy Payments Office.

Preferential claims relating to unpaid holiday pay and wage arrears were estimated at £2,290 in the Director's Estimated Statement of Affairs. The Redundancy Payments Office have claimed a total of £503 in respect of their preferential claim.

As a result of the above developments, no dividend is expected to preferential creditors.

Unsecured creditors

Unsecured claims were estimated at £585,938 in the Director's Estimated Statement of Affairs and to date 28 claims have been received from unsecured creditors totalling £887,797.52.

It is not anticipated that a dividend will be paid to unsecured creditors.

OTHER MATTERS AND INFORMATION TO ASSIST CREDITORS

Investigations

As part of the Joint Administrators' statutory duties, an investigation into the conduct of the Company Directors was completed.

In this regard, a confidential report was submitted to The Insolvency Service on 30 April 2018.

EC Regulations

The Company's centre of main interest was in Building 148, Sixth Street, Thomason Avenue, Didcot, OX11 0TR and therefore it is considered that the EC Regulations will apply. These proceedings are main proceedings as defined in Article 3 of the EC Regulation.

General Data Protection Regulation

In compliance with the General Data Protection Regulation, creditors, employees, shareholders, directors and any other stakeholder who is an individual (i.e. not a corporate entity) in these insolvency proceedings is referred to the Privacy Notice in respect of Insolvency Appointments, which can be found at this link www.quantuma.com/legal-notices/.

Further Information

Creditors should note that the Joint Administrators are bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment. Additionally the Joint Administrators are also bound by the regulations of their Licensing Bodies.

To comply with the Provision of Services Regulations, some general information about Quantuma LLP, including our complaints policy and Professional Indemnity Insurance, can be found at <http://www.quantuma.com/legal-information/>.

Information about this insolvency process may be found on the R3 website at www.creditorinsolvencyguide.co.uk.

PRE-ADMINISTRATION COSTS

Included within the Joint Administrators' Proposals dated 27 March 2018 was a Statement of Pre-Administration Costs.

The following Pre-Administration costs have not yet been approved and thus remain unpaid:

Party instructed	Amount (£)
Quantuma LLP's time costs	6,798.50
Quantuma LLP's disbursements	382.43
Agent's costs	3,000
Solicitor's costs	5,246
TOTAL UNAPPROVED	£15,426.93

Approval of the unpaid pre-Administration costs is being sought. Further details is provided below.

THE JOINT ADMINISTRATORS' FEES AND EXPENSES

A copy of 'A Creditors Guide to Administrators' Fees' effective from 6 April 2017, together with the firm's current schedule of charge-out rates and chargeable disbursements, may be found at <http://www.quantuma.com/guide/creditors-guide-fees/>. A hard copy of both the Creditors' Guide and the firm's charge-out rate and disbursement policy may be obtained on request at no cost.

The Joint Administrators' Fees

The basis of the Joint Administrators' fees has not yet been fixed. The Joint Administrators have been awaiting completion of the sale of the Company's remaining assets during the Review Period before fixing their remuneration.

The Joint Administrators propose to fix their fees on the following basis:

- (i) A set amount of £40,000 for the Administration period.

Attached at Appendix IV is a breakdown of the time costs incurred in the Administration to 31 January 2019. Appendix V provides a detailed list of work undertaken and proposed to be undertaken by the Joint Administrators and their staff.

We believe this case generally to be of average complexity and no extraordinary responsibility has to date fallen upon us as Joint Administrators.

The charge-out rates of the Joint Administrators and their staff are detailed in Appendix III. The appropriate staff have been assigned to work on each aspect of the case based upon their seniority and experience, having regard to the complexity of the relevant work, the financial value of the assets being realised and claims being agreed. The grades of staff instructed to assist in this matter and their key responsibilities include:

- Administrators: maintenance of the creditors' contacts database, assisting with creditors' queries and routine correspondence, assisting in the realisation of assets, liaising with creditors, preparing reports to creditors and other statutory matters, and managing the cashing function
- Managers: reviewing the Company's position and affairs, handling asset realisations, reviewing draft statutory reports to creditors and overseeing the tax and VAT aspects of the case

Creditors may access a Guide to Administrators' Fees effective from 6 April 2017 at <http://www.quantuma.com/guide/creditors-guide-fees/> or a hard copy will be provided on request free of charge.

Further information is set out below and in the appendices to explain the future time costs that the Joint Administrators anticipate incurring in this Administration.

The Joint Administrators' Expenses

The Joint Administrators' expenses may be divided into two categories:

- Category 1 expenses are costs that can be specifically identified as relating to the administration of the case. These are charged to the estate at cost with no uplift. These include, but are not limited to, such items as advertising, bonding and other insurance premiums and properly reimbursed expenses. Legislation provides that administrators may discharge Category 1 expenses from the funds held in the insolvent estate without further recourse to creditors.
- Category 2 expenses are costs that are also directly referable to the appointment in question but not to a payment to an independent third party. Payments may only be made in relation to Category 2 expenses after the relevant creditors have approved the bases of their calculation.

Appendix III provides details of the bases of Category 2 expenses that the Joint Administrators propose to recover from the insolvent estate.

Proposed Work to be Undertaken

Set out in Appendix V is a detailed list of tasks that the Joint Administrators propose that they and their staff will undertake. The most material tasks are summarised below.

Creditors may access a Guide to Administrators' Fees effective from 6 April 2017 at <http://www.quantuma.com/guide/creditors-guide-fees/> or a hard copy will be provided on request free of charge.

A copy of Quantuma LLP's Schedule of Current Charge Out Rates & Chargeable Disbursements is attached at Appendix 4.

Other Information to Support the Proposed Fees

Appendix V provides the Joint Administrators' estimate of the expenses that have been or are likely to be incurred.

Please note that the estimate has been provided on the assumptions given below. In the event that it proves necessary for the Joint Administrators to incur additional expenses in performing

their duties, they will provide further details in their progress reports, but there is no statutory obligation to ask creditors to approve any adjusted Expenses Estimate.

In summary, the Joint Administrators propose that their fees be fixed in the sum of £40,000 for the period of the Administration.

A full narrative breakdown of this work is provided at Appendix V.

Fixing the Joint Administrators' fees in this way provides creditors with certainty as regards the fees irrespective of developments in the Administration (although the

Joint Administrators have a statutory right to seek creditors' approval to adjust the fee in the event that circumstances change materially) and, if the Joint Administrators were to charge their fees on the alternative basis of time costs incurred by them and their staff, it is very likely that this would result in a fee at least equal to, and likely in excess of, that proposed. On this basis, the Joint Administrators consider the proposed fee basis to be a fair and reasonable reflection of the work that they propose to undertake.

The proposed fees and the Expenses Estimate have been compiled on the assumptions set out below. Please note that these are assumptions only for the purposes of preparing the proposed fees and Expenses Estimate in accordance with the statutory provisions. It has been assumed that:

- investigations to the extent described in section 5 above will be carried out;
- no exceptional work will need to be conducted in order to realise the remaining assets; and
- there will be no requirement to hold a physical creditors' meeting or additional decision procedure to consider the matters covered by this Proposal.

Other professional costs

Solicitors

As previously advised, Harrison Clarke Rickerbys were instructed by the Joint Administrators to advise on appropriate legal matters including business sale agreements. Their costs have been agreed on the basis of their standard hourly charge out rates, plus disbursements and VAT. The Solicitors' total time costs from the date of appointment amount to £27,994 and no amounts has been paid to date.

Agents & Valuers

Hilco Global were instructed as agents and valuers in relation to the intellectual property and plant and machinery of the Company. Their costs have been agreed on the basis of a £5,000 non contingent fee and 20% of the first £150,000 realised followed by 10% of realisations above this amount. No further amount has been paid to the agents during the Review Period.

Creditors' rights to request information

Any secured creditor, or unsecured creditor with the support of at least 5% in value of the unsecured creditors or with permission of the Court, may request in writing the Joint Administrators to provide additional information regarding fees or expenses to that already supplied within this report. Such requests must be made within 21 days of receipt of this report.

Creditors' rights to challenge fees and/or expenses

Any secured creditor, or unsecured creditor with the support of at least 10% in value of the unsecured creditors or with permission of the Court, may apply to the Court for one or more orders, reducing the amount or the basis of fees which the Joint Administrators are entitled to charge or otherwise challenging some or all of the expenses incurred.

Such applications must be made within 8 weeks of receipt by the applicant(s) of the progress report detailing the fees and/or expenses being complained of.

Please note that such challenges may not disturb fees or expenses (whether or not discharged from the estate) disclosed in prior progress reports.

DECISION BY CORRESPONDENCE

The Joint Administrators are seeking creditors' approval of the proposed decisions set out below by means of a vote by correspondence. Creditors are invited to vote on these proposed decisions by completing and returning the enclosed voting form together with a proof of debt form, if one has not already been submitted. These forms are attached at Appendix VII together with a Notice of Decision Procedure setting out the following proposed decisions:

1. That the Joint Administrators' fees be fixed by a set amount of £40,000 for the Administration;
2. That the Joint Administrators be authorised to recover all Category 2 disbursements, calculated on the bases detailed in Quantuma LLP's Summary; and
3. That the unpaid pre-Administration costs set out in the Joint Administrators' Proposal be approved.

The Joint Administrators must receive completed forms by no later than 23.59 on 13 March 2019 to enable your vote to be counted.

Whilst a vote by correspondence is being sought, creditors who meet a statutory threshold as set out in the Notice attached at Appendix VII can require that a physical meeting of creditors be convened. Such a request must be made to the Joint Administrators within 5 business days of the date on which the notice was delivered. If you wish to request a physical meeting, please set out in writing which of the decision(s) above you wish the meeting to consider.

Attached at Appendix VIII is a Notice of Invitation to Form a Creditors' Committee. The purpose of the Committee is to assist the Joint Administrators in discharging their functions. In particular, a Creditors' Committee takes on the responsibility for approving the basis of the Joint Administrators' fees and other costs described above.

In the absence of a Committee, this responsibility falls to the unsecured creditors. The Joint Administrators do not see a need for a Committee to be formed in this case.

Notwithstanding this, creditors are entitled to seek the formation of Committee, provided that there are sufficient nominations to form a Committee. At least three nominations would be required and the requisite majority of creditors would also need to object to the proposed decision not to form a Committee. Appendices VII and VIII provide further information on these steps.

CONCLUSION

The Administration will continue in order to finalise the following outstanding matters:

- Realise the Company's remaining space patents; and
- Finalise and settle the remaining costs of the Administration.

General Data Protection Regulation

In compliance with the General Data Protection Regulation, creditors, employees, shareholders, directors and any other stakeholder who is an individual (i.e. not a corporate entity) in these insolvency proceedings is referred to the Privacy Notice in respect of Insolvency Appointments, which can be found at this link www.quantuma.com/legal-notice/.

Should you have any queries in regard to any of the above please do not hesitate to contact Gareth Rees on 01628 478 100 or by e-mail at gareth.rees@quantuma.com.



Chris Newell
Joint Administrator

The affairs, business and property of Cella Energy Limited (in Administration) are managed by the Joint Administrators, who act as agents of the Company and without personal liability.

**Cella Energy Limited
(IN ADMINISTRATION)****STATUTORY INFORMATION**

Company Name	Cella Energy Limited
Previous Names	
Proceedings	In Administration
Court	High Court of Justice
Court Reference	8036 of 2018
Date of Appointment	1 February 2018
Joint Administrators	Chris Newell Frank Wessely Quantuma LLP 81 Station Road, Marlow, Bucks, SL7 1NS
Joint Administrators' functions	All functions, duties and powers may be exercised by either one or both of the Joint Administrators
Registered office address	c/o Quantuma LLP 81 Station Road, Marlow, Bucks, SL7 1NS
Company Number	09019506
Incorporation Date	30 April 2014
Company Secretary	N/A
Appointment by	Jay Lifton, Director
Directors at date of Appointment	Jay Lifton Nicholas Brunero David Moard Alexander Sorokin
Directors' Shareholdings	Nicholas Brunero – 188,536 shares Alexander Sorokin – 36,804 shares

**Cella Energy Limited
(IN ADMINISTRATION)**

Appendix 2

**THE JOINT ADMINISTRATORS' RECEIPTS AND PAYMENTS ACCOUNT
AS AT 31 JANUARY 2019**

Cella Energy Limited
(In Administration)

JOINT ADMINISTRATORS' RECEIPTS AND PAYMENTS ACCOUNT

	Statement of affairs £	From 01/08/2018 To 31/01/2019 £	From 01/02/2018 To 31/01/2019 £
RECEIPTS			
Plant & Machinery	100,000.00	0.00	0.00
Tax Refund		0.00	5,455.93
Insurance Refund		366.14	366.14
Cash at Bank	76,000.00	0.00	76,640.88
Bank Interest Gross		24.00	52.33
		<u>390.14</u>	<u>82,515.28</u>
PAYMENTS			
Gas Bill		0.00	16.23
Pension Consultant fees		0.00	250.00
Office Holders Expenses		0.00	5,000.00
Contractor Fees		0.00	2,000.00
IT Services		0.00	6,185.00
Consultancy Fees		0.00	7,741.85
Chemical Disposal Agents		2,075.00	2,075.00
Patent agent fees		1,371.90	1,371.90
Statutory Advertising		0.00	162.90
Rents Payable		20,000.00	20,000.00
Rates		403.84	1,128.55
Other Property Expenses		4,833.80	4,912.45
Vat Receivable		5,572.77	8,042.03
		<u>34,257.31</u>	<u>58,885.91</u>
BALANCE - 31 January 2019			<u><u>23,629.37</u></u>


Chris Newell
Joint Administrator

**Cella Energy Limited
(IN LIQUIDATION)**

Appendix 3

**SCHEDULE OF THE JOINT ADMINISTRATORS' TIMECOSTS DURING THE REVIEW PERIOD AND
THE WHOLE PERIOD OF THE ADMINISTRATION**

Time Entry - Detailed SIP9 Time & Cost Summary

6002264 - Cella Energy Limited
From: 01/08/2018 To: 31/01/2019
Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
100 : Administration & Planning	6.80	0.00	0.70	2.40	9.90	2,735.50	276.31
100A : Initial Statutory & General Notifications & Filing	0.00	0.00	0.70	0.00	0.70	122.50	175.00
102A : Recovering & Scheduling books and records	0.00	0.00	0.80	0.00	0.80	140.00	175.00
103 : IPS Case / File set up/ Filing	0.00	0.00	0.10	0.00	0.10	17.50	175.00
104 : General Administration	0.40	0.20	10.50	0.90	12.00	2,114.50	176.21
105 : Case strategy / Review	0.00	0.00	3.30	0.80	4.10	657.50	160.37
106 : VAT & CT matters and returns	0.00	0.00	0.00	0.50	0.50	50.00	100.00
Admin & Planning	7.20	0.20	16.10	4.60	28.10	5,837.50	207.74
600 : Cashiering	0.00	0.00	3.50	3.50	7.00	1,050.00	150.00
Cashiering	0.00	0.00	3.50	3.50	7.00	1,050.00	150.00
201 Creditors	0.30	0.00	2.30	0.20	2.80	527.50	188.39
203 Creditor correspondence / Call	0.80	0.00	1.10	0.30	2.20	502.50	228.41
204 Unsecured Creditors claims	0.00	0.00	0.10	0.00	0.10	17.50	175.00
208 Retention of Title	0.00	0.00	0.40	0.00	0.40	70.00	175.00
211 Annual / Progress report	0.00	0.00	4.60	0.00	4.60	805.00	175.00
Creditors	1.10	0.00	8.50	0.50	10.10	1,922.50	190.35
400 Realisation of Assets	14.20	0.00	20.80	0.00	35.00	8,610.00	246.00
402 Plant and Machinery	0.00	0.00	0.30	0.00	0.30	52.50	175.00
406 Sale of Business	0.00	0.00	4.15	0.00	4.15	767.75	185.00
409 Intellectual Property	0.00	0.00	7.80	0.00	7.80	1,365.00	175.00
412 Arranging & Monitoring Insurance	0.00	0.00	0.70	0.00	0.70	122.50	175.00
Realisation of Assets	14.20	0.00	33.75	0.00	47.95	10,917.75	227.69
505 Negotiating with suppliers	0.00	0.00	0.10	0.00	0.10	17.50	175.00
Trading	0.00	0.00	0.10	0.00	0.10	17.50	175.00
Total Hours	22.50	0.20	61.95	8.60	93.25	19,746.25	211.75
Total Fees Claimed						0.00	

Time Entry - SIP9 Time & Cost Summary

Category 2 Disbursements

6002264 - Cella Energy Limited
Project Code: POST
From: 01/08/2018 To: 31/01/2019

Other amounts paid or payable to the office holders firm or to party in which the office holder or his firm or any associate has an interest.

Transaction Date	Type and Purpose	Amount
07/01/2019	Photocopying Letter to creditors seeking extension - photocopying	32.90
07/01/2019	Stationery Letter to creditors seeking extension - stationery	23.50
25/01/2019	Photocopying Letter to creditors enc AM19 - Photocopying	18.80
25/01/2019	Stationery Letter to creditors enc AM19 - Stationery	23.50
Total		98.70

Time Entry - Detailed SIP9 Time & Cost Summary

6002264 - Cella Energy Limited
From: 01/02/2018 To: 31/01/2019
Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
100 Administration & Planning	16.30	0.00	3.10	7.10	26.50	6,950.50	262.28
100A Initial Statutory & General Notifications & Filing	0.00	0.00	2.70	0.00	2.70	472.50	175.00
101 Insurance / Bonding	0.00	0.00	2.30	0.00	2.30	402.50	175.00
102A Recovering & Scheduling books and records	0.00	0.00	0.80	0.00	0.80	140.00	175.00
103 IPS Case / File set up/ Filing	0.00	0.00	1.50	0.90	2.40	352.50	146.88
104 General Administration	1.50	1.40	23.10	11.90	37.90	6,005.50	158.46
105 Case strategy / Review	1.40	0.30	13.70	1.90	17.30	3,196.50	184.77
106 VAT & CT matters and returns	0.00	0.00	0.20	0.80	1.00	115.00	115.00
506 Tax / VAT	0.00	0.00	0.00	0.20	0.20	20.00	100.00
Admin & Planning	19.20	1.70	47.40	22.80	91.10	17,656.00	193.80
600 Cashiering	0.00	0.00	7.60	9.40	17.00	2,505.00	147.35
Cashiering	0.00	0.00	7.60	9.40	17.00	2,505.00	147.35
201 Creditors	2.60	0.00	3.90	3.30	9.80	1,917.50	195.66
202 ERA	0.20	0.00	0.00	0.00	0.20	70.00	350.00
202A Employees	0.00	0.00	12.20	0.10	12.30	2,168.00	176.26
203 Creditor correspondence / Call	0.80	0.00	4.40	0.30	5.50	1,080.00	196.36
204 Unsecured Creditors claims	1.10	0.00	0.80	0.60	2.50	585.00	234.00
204A Dealing with Pension Schemes	0.00	0.00	1.90	0.90	2.80	422.50	150.89
208 Retention of Title	0.00	0.00	0.40	0.00	0.40	70.00	175.00
210 Secured creditor reports / claims	0.00	0.00	0.30	0.00	0.30	52.50	175.00
211 Annual / Progress report	0.00	0.00	4.60	0.00	4.60	805.00	175.00
212 Initial Appointment Notifications to Creditors	0.00	0.00	0.00	0.60	0.60	60.00	100.00
215 Para 49 Administrators Proposals	0.00	0.00	11.70	0.00	11.70	2,053.50	175.51
Creditors	4.70	0.00	40.20	5.80	50.70	9,284.00	183.12
300 Investigations	0.00	0.00	0.30	0.00	0.30	52.50	175.00
301 CDDA Reports	2.00	0.40	2.00	0.00	4.40	1,150.00	261.36
302 Pursuing Antecedent Transactions	0.00	0.00	0.60	0.00	0.60	105.00	175.00
Investigations	2.00	0.40	2.90	0.00	5.30	1,307.50	246.70
400 Realisation of Assets	56.10	0.00	42.30	0.00	98.40	27,162.50	276.04
401 Freehold / Leasehold Property	2.70	0.00	0.00	0.00	2.70	945.00	350.00
402 Plant and Machinery	0.00	0.00	0.30	0.00	0.30	52.50	175.00
404 Financed assets	0.00	0.00	0.10	0.00	0.10	17.50	175.00
406 Sale of Business	0.00	0.40	8.35	0.00	8.75	1,642.75	187.74
409 Intellectual Property	0.00	0.00	11.20	0.00	11.20	1,976.00	176.43
410 Sale of Shares	0.00	0.00	1.40	0.00	1.40	259.00	185.00
412 Arranging & Monitoring Insurance	0.00	0.00	3.30	0.00	3.30	577.50	175.00
Realisation of Assets	58.80	0.40	66.95	0.00	126.15	32,632.75	258.68
503 Employee issues / payroll	0.60	0.00	0.00	0.00	0.60	210.00	350.00

Time Entry - Detailed SIP9 Time & Cost Summary

6002264 - Cella Energy Limited
From: 01/02/2018 To: 31/01/2019
Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
505 Negotiating with suppliers	0.00	0.00	3.10	0.00	3.10	542.50	175.00
Trading	0.60	0.00	3.10	0.00	3.70	752.50	203.38
Total Hours	85.30	2.50	168.15	38.00	293.95	64,136.75	218.19
Total Fees Claimed						0.00	

Time Entry - SIP9 Time & Cost Summary

Category 2 Disbursements

6002264 - Cella Energy Limited
Project Code: POST
From: 01/02/2018 To: 31/01/2019

Other amounts paid or payable to the office holders firm or to party in which the office holder or his firm or any associate has an interest.

Transaction Date	Type and Purpose	Amount
28/03/2018	AML Electronic Identification Search. x2	6.00
15/04/2018	Photocopying: Letter to creditors and members re approval of proposals - Photocopying	7.40
15/04/2018	Stationery: Letter to creditors and members re approval of proposals - Stationery	37.00
07/01/2019	Photocopying: Letter to creditors seeking extension - photocopying	32.90
07/01/2019	Stationery: Letter to creditors seeking extension - stationery	23.50
25/01/2019	Photocopying: Letter to creditors enc AM19 -Photocopying	18.80
25/01/2019	Stationery: Letter to creditors enc AM19 - Stationery	23.50
Total		149.10

**Cella Energy Limited
(IN ADMINISTRATION)**

**DETAILED NARRATIVE LIST OF WORK UNDERTAKEN BY THE JOINT ADMINISTRATORS
DURING THE REVIEW PERIOD**

	Filing of documents to meet statutory requirements Advertising in accordance with statutory requirements
	Collection and making an inventory of company books and records
	Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case Periodic file reviews Periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards Maintenance of statutory and case progression task lists/diaries Updating checklists Preparation and filing of VAT Returns Preparation and filing of Corporation Tax Returns
	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via email and post
	Corresponding with the PPF and the Pensions Regulator
	Reporting to committee members
	Holding an initial meeting of the committee Seeking the committee's approval on case strategy

	Calling and holding meetings of the committee as required and the circumstances of the case dictate
	Preparing, circulating and filing progress reports. Disclosure of sales to connected parties
	Preparing a fee estimate for inclusion with the report to creditors.
	Liaising with valuers and agents on marketing strategy and offers received Dealing with tenant issues (if any) Liaising with secured creditors and landlords <u>Agreeing assignment, surrender or disclaiming property</u> Liaising with valuers, auctioneers and interested parties Reviewing asset listings Liaising with secured creditors and landlords
	Conducting stock takes Reviewing stock values Liaising with agents and potential purchasers Analysing the value in WIP Contracting with service-providers/suppliers to complete WIP
	Contacting the bank to arrange closure of the account and payment of the funds to the estate
	Identification of potential issues requiring attention of insurance specialists Correspondence with insurer regarding initial and ongoing insurance requirements Reviewing insurance policies Correspondence with previous brokers
	Preparing correspondence opening and closing accounts Requesting bank statements Correspondence with bank regarding specific transfers Maintenance of the estate cash book
Dealing with cheque requisitions	Issuing cheques/BACS payments
Dealing with deposit forms	Banking remittances

Does not include	Includes
	Preparing and filing statutory receipts and payments accounts at Companies House

Current Charge-out Rates of the staff working on the case

Time charging policy

Support staff and executive assistants do not charge their time to each case except when the initial set up is being performed or when a sizeable administrative task or appropriate ad hoc duty is being undertaken

Support staff include secretarial and administrative support.

The minimum unit of time recorded is 6 minutes.

Rates are likely to be subject to periodic increase.

Partners	350
Senior Manager	250
Assistant Manager	185
Senior Administrator	175
Junior Administrator	100
Support Staff/Executive Assistant	95

**Cella Energy Limited
(IN ADMINISTRATION)**

INFORMATION TO SUPPORT THE JOINT ADMINISTRATORS' FEE PROPOSAL

a) The Joint Administrators' Fees

Please note that this table reflects the work undertaken and anticipated to be conducted for the full period of the Administration and thus it includes the time already incurred, details of which are provided in Appendix IV.

	Filing of documents to meet statutory requirements Advertising in accordance with statutory requirements
	Filing of documents Periodic file reviews Periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards Maintenance of statutory and case progression task lists/diaries Updating checklists
	Preparing correspondence opening and closing accounts Requesting bank statements Bank account reconciliations Correspondence with bank regarding specific transfers Maintenance of the estate cash book Banking remittances and issuing cheques/BACS payments
	Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case
	Dealing with records in storage Sending case files to storage
	Preparing proposal, six monthly progress reports, fee authority report to preferential creditors (where appropriate), conversion to CVL (where appropriate) and final report Seeking extension via creditors (where appropriate) Proposing further fee approval (where the fees estimate is not for the administration of the case to conclusion)
	Preparation of decision notices, proxies/voting forms Collate and examine proofs and proxies/votes to establish decisions Consider objections received and requests for physical meeting or other decision procedure (For virtual meeting) Preparation of meeting file, including agenda, certificate of postage, attendance register, list of creditors, reports to creditors, advertisement of meeting and draft minutes of meeting. Responding to queries and questions following decisions Issuing notice of result of decision process
	Collection, and making an inventory, of company books and records Correspondence to request information on the company's dealings, making further enquiries of third parties Reviewing questionnaires submitted by creditors and directors Reconstruction of financial affairs of the company Reviewing company's books and records

General Description	
	<ul style="list-style-type: none"> Preparation of deficiency statement Review of specific transactions and liaising with directors regarding certain transactions Liaising with the committee/creditors or major creditors about further action to be taken
	<ul style="list-style-type: none"> Preparing statutory investigation reports Liaising with the Insolvency Service Submission of report to the Insolvency Service Preparation and submission of supplementary report (if required) Assisting the Insolvency Service with its investigations
	<ul style="list-style-type: none"> Preparing brief to solicitor Liaising with solicitor(s) regarding examinations Attendance at examination Reviewing examination transcripts Liaising with solicitor(s) regarding outcome of examinations and further actions available
	<ul style="list-style-type: none"> Strategy meeting regarding litigation Seeking funding from creditors Reviewing terms of solicitors' conditional fee agreements Preparing brief to solicitors/Counsel Liaising with solicitors regarding recovery actions Dealing with ATE insurers Attending to negotiations Attending to settlement matters
	<ul style="list-style-type: none"> Liaising with valuers, auctioneers and interested parties Reviewing asset listings Liaising with secured creditors and landlords
	<ul style="list-style-type: none"> Liaising with valuers and agents on marketing strategy and offers received Dealing with tenant issues (if any) Liaising with landlords Agreeing assignment or surrender
	<ul style="list-style-type: none"> Collecting supporting documentation Correspondence with debtors Reviewing and assessing debtors' ledgers Receiving updates from factoring companies and liaising reassignment of ledger Liaising with debt collectors and solicitors Agreeing debt collection agency agreements Dealing with disputes, including communicating with directors/former staff Pursuing credit insurance claims Submitting VAT bad debt relief claims
	<ul style="list-style-type: none"> Reviewing leasing documents Liaising with agents and owners/lessors
	<ul style="list-style-type: none"> Conducting stock takes Reviewing stock values Liaising with agents and potential purchasers Analysing the value in WIP Contracting with service-providers/suppliers to complete WIP

Category	Includes
	Liaising with agents to agree disposal strategy Dealing with potential purchasers Negotiating sales Liaising with solicitors to agree sales Collecting sales consideration Liaising with insurance companies and directors to pursue claims Examining company records to support tax refunds Exchanges with government departments
	Receive initial notification of creditor's intention to claim Provision of retention of title claim form to creditor Meeting claimant on site to identify goods Adjudicate retention of title claim Forward correspondence to claimant notifying outcome of adjudication Preparation of payment vouchers and correspondence to claimant to accompany payment of claim (if valid) Exchanges with solicitors in deciding claims and dealing with disputes
	Identification of potential issues requiring attention of insurance specialists Correspondence with insurer regarding initial and ongoing insurance requirements Reviewing insurance policies Correspondence with previous brokers
	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via facsimile, email and post Assisting employees to pursue claims via the RPO Corresponding with the PPF and the Pensions Regulator
	Receipting and filing POD when not related to a dividend Corresponding with RPO regarding POD when not related to a dividend
	Preparation of correspondence to potential creditors inviting submission of POD Receipt of POD Request further information from claimants regarding POD

b) The Joint Administrators' Expenses Estimate

Below is the expenses estimate in respect of category 1 direct expenses and category 2 expenses, which will have an element of shared or allocated costs.

Please note that this estimate has been provided on the assumptions given in Section 6. In the event that it proves necessary for the Joint Administrators to incur additional expenses in performing their duties, they will provide further details in their progress reports, but there is no statutory obligation to ask creditors to approve any adjusted estimate.

CELLA ENERGY LIMITED**Estimate of expenses to be incurred for administration**

Category of work	Nature of expense to be incurred	Estimated amount of expense to be incurred £
Administration & Planning		
	Specific penalty bond	135.00
	Accounting fees	400.00
	Court fees	50.00
	Gazette notice of appointment	81.45
	Legal fees	8,500.00
	Collection of books and records	60.00
	Storage of books and records	200.00
Sub total for administration		9,426.45
Creditors		
	Postage	300.00
	Copying*	300.00
	Stationary*	150.00
Sub total for reporting to creditors		750.00
Investigations		
		-
Sub total for investigations		-
Realisation of assets		
	Insurance	2,000.00
	IT services	6,185.00
	Gas and electric costs	400.00
	Rent	30,000.00
	Demonstration costs	2,000.00
	Consultancy fees	8,000.00
	Agent fees	25,000.00
Sub total for realisation of assets		73,585.00
Closing		
		-
Sub total for closing		-
Total:		83,761.45

Note: Category 2 Disbursements are marked with an asterisk *

Note: This estimate has been provided to creditors at an early stage of the case. Whilst all possible steps have been taken to make this estimate as accurate as possible, it is based on the office holders' current knowledge of the case and so does not take into account any unknown complexities or difficulties. If this estimate is exceeded, or is likely to be exceeded, the office holders will provide an explanation to the creditors in the first report to creditors and provide a revised estimate.

Note: The level of rent shown above is based upon the successful completion of the sale of the company's assets. If no sale is completed, rent will only be £10,000.

Note: Consultancy fees relate to assistance received from the former managing director with the sale of the assets of the company. Other costs associated with the sale include reactivating and continuing the Company's IT services, costs for a demonstration for the benefit of interested parties and rent and rates for the occupation of the Company's premises.

**Cella Energy Limited
(IN ADMINISTRATION)**

Quantuma LLP's Schedule of Current Charge Out Rates & Chargeable Disbursements



Schedule of Current Charge Out Rates and Chargeable Disbursements

Staff Allocation & Support Staff

An objective and practical approach is taken to each case which includes active Partner involvement from the outset. Other members of staff will be assigned on the basis of experience and specific skills to match the needs of the case. In accordance with the provisions of Statement of Insolvency Practice 9 (SIP 9), set out below are the current charge out rates per hour for the grades of staff employed within Quantuma LLP, exclusive of VAT.

Grade of Staff	Rate from 1 June 2016
Partner	£295.00 - £495.00
Director	£250.00 - £450.00
Senior Manager	£225.00 - £375.00
Manager	£200.00 - £250.00
Assistant Manager	£185.00 - £265.00
Senior Administrator	£175.00 - £215.00
Administrator	£150.00 - £175.00
Assistant Administrator	£100.00
Case Accountant	£125.00
Junior Administrator	£75.00 - £100.00
Support Staff/Executive Assistant	£95.00 - £125.00

Work undertaken is recorded in 6 minute units in an electronic time recording system. Time properly incurred on cases is charged at the hourly rate of the grade of staff undertaking the work that applies at the time the work is done. There has been no allocation of any general or overhead costs.

Time spent on casework is recording directly to the relevant case and the nature of the work undertaken is recorded at that time. The work is recorded under the following categories:

- Administration & Planning
- Creditors
- Investigations
- Realisation of Assets
- Trading
- Cashiering
- Closing Procedures

On occasion it may be necessary to change the rates applicable to the work undertaken and if this occurs during the period of the assignment any material changes will be notified to creditors as part of the normal fee reporting procedures. Rates are likely to be subject to periodic increase.

The time of support staff and executive assistants is not charged to a case except when the initial set up is being performed or when a sizeable administrative task or appropriate ad hoc duty is being undertaken.

Details of historic charge out rates are provided at the end of this guide. Should any creditor wish to receive details of the charge out rates in force prior to those shown, these can be provided upon request.

Subcontractors

Details and the cost of any work which has been or is intended to be sub-contracted out that could otherwise be carried out by the office holder or his staff will be provided in any report which incorporates a request for approval of the basis upon which remuneration may be charged.



Direct Expenses (Category 1 Disbursements)

Category 1 disbursements, as defined by SIP 9, are expenses which are directly referable both to the appointment in question and a payment to an independent third party at cost and without uplift.

These expenses, which do not require the prior approval of creditors, include but are not limited to the following examples:

Category 1 Disbursement	Basis of Charge
Indemnity Bond	At cost of mandatory cover required in accordance with the Insolvency Act 1986 for each appointment
Insurance of assets	At cost in relation to asset coverage requirements
Travel	All forms other than mileage at actual cost
Room Hire	All external venues at actual cost
Storage Retrieval	At cost incurred
Postage	At cost incurred
Virtual Meeting Platform (from 6/4/17)	At cost incurred

Indirect Expenses (Category 2 Disbursements)

These are expenses that are directly referable to the appointment in question but which are not to an independent third party and may include shared or allocated costs that can be apportioned to the appointment on a proper and reasonable basis.

They may also include payment to an individual with whom a practice or individual within a practice has a business or personal relationship. Included within the list below is the cost per hour of Mr Mick Brunning, who is the husband of an individual within the practice. It is considered that the services of Mr Brunning represent best value.

Other payments made to individuals of businesses with whom the practice or individual within the practice has a business or personal relationship will be disclosed to creditors and an appropriate resolution for approval will be proposed.

Specific approval for Category 2 Disbursements is required from creditors before they can be paid.

The following indirect disbursements (Category 2 Disbursements, as defined by SIP 9) are charged to cases where appropriate on the following basis:

Category 2 Disbursement	Cost £
Photocopying, scanning and faxes (per side)	0.10
Company Search	10.00
Stationery (per Report/Letter per member/creditor)	0.50
Mileage incurred as a result of necessary travel as per HMRC's approved rate (per mile)	0.45
Internal Meeting Room Hire (outside London)	65.00



Category 2 Disbursement	Cost £
Internal Meeting Room Hire (in London)	95.00
Mick Brunning – collection and listing of books and records (per hour)	10.00
Box Storage (per box for life of case)	50.00
Electronic Anti-Money Laundering Identification Search (per case) (from 1/9/16)	12.00

Category 2 disbursements may be subject to periodic increase and this schedule will be updated accordingly. The schedule is available for creditors to review at <http://www.quantuma.com/guide/creditors-guide-fees/>. Details of historic disbursement charges can be found at the end of this schedule.

Professional Advisors

Details of any professional advisor(s) used will be given in reports to creditors. The fee arrangement for each will be disclosed in reports to creditors and these will be reviewed on a regular basis, together with the recovery or relevant disbursements. The choice of professional advisors is based around a number of factors including, but not restricted to, their expertise in a particular field, the complexity or otherwise of the assignment and their geographic location.

VAT

With the exception of Individual Voluntary Arrangements and Company Voluntary Arrangements which are VAT exempt, the office holders' remuneration and disbursements invoiced to the insolvency estate will be subject to VAT at the prevailing rate.

Creditors' Rights

Information about Creditors' rights can be obtained by visiting the creditors' information micro-site published by the Association of Business Recovery Professionals (R3) at <http://www.creditorinsolvencyguide.co.uk/>. Details about how an office holder's fees may be approved for each case type and challenged are available in a series of guides issued with SIP 9 and can be accessed at <https://www.quantuma.com/guide/creditors-guide-fees/>. Alternatively hard copies of these documents may be requested free of charge from Quantuma LLP's registered office.



Historic Charge Out Rates

	Rates from 1 April 2016	Rates from 15 July 2015	Rates from 1 April 2015
Partner	£295.00 - £475.00	£295.00 - £475.00	£295.00 - £475.00
Director	£250.00 - £325.00	£250.00 - £325.00	£250.00 - £325.00
Senior Manager	£225.00 - £350.00	£225.00 - £350.00	£225.00 - £275.00
Manager	£200.00 - £250.00	£200.00 - £250.00	£200.00 - £250.00
Assistant Manager	£185.00 - £265.00	£185.00	£185.00
Senior Administrator	£175.00 - £215.00	£175.00 - £215.00	£175.00 - £215.00
Administrator	£150.00 - £175.00	£150.00 - £175.00	£150.00 - £175.00
Assistant Administrator	£100.00	£100.00	£100.00
Case Accountant	£125.00	£125.00	£125.00
Junior Administrator	£75.00 - £100.00	£75.00 - £100.00	£75.00 - £100.00
Support Staff/Executive Assistant	£95.00 - £100.00	£95.00 - £100.00	£95.00 - £100.00

	Rates from 1 February 2015	Rates from 5 January 2015	Rates from 1 November 2014
Partner	£295.00 - £445.00	£295.00 - £425.00	£295.00 - £425.00
Director	£250.00 - £325.00	£250.00 - £325.00	£250.00 - £325.00
Senior Manager	£225.00 - £275.00	£225.00 - £275.00	£225.00 - £275.00
Manager	£200.00 - £250.00	£200.00 - £250.00	£200.00
Assistant Manager	£185.00	£185.00	£185.00
Senior Administrator	£175.00	£175.00	£175.00
Administrator	£150.00 - £175.00	£150.00 - £175.00	£150.00 - £175.00
Assistant Administrator	£100.00	£100.00	£100.00
Case Accountant	£125.00	£125.00	£125.00
Junior Administrator	£75.00 - £100.00	£75.00 - £100.00	£75.00 - £100.00
Support Staff/Executive Assistant	£95.00 - £100.00	£95.00 - £100.00	£95.00 - £100.00



Historic Disbursement Charging Rates

With effect from 6 April 2017, the following charges will no longer be applied to existing or new cases.

Category 1 Disbursement	Basis of Charge
Stationery	At cost incurred
Postage	At cost incurred (other than for reports to creditors scheduled below *)

Category 2 Disbursement	Cost £
File Set Up (per file)	7.00
Postage per Report to Creditors and Members (per report)	0.50
Reports to Members and Creditors (published on line – per report per member/creditor)	0.25

*to ensure consistent charging of postage across our cases, all postage will be charged at the cost incurred and therefore reports will not be subject to the Category 2 charge shown above.

**Cella Energy Limited
(IN ADMINISTRATION)**

Appendix 7

NOTICE OF DECISION PROCEDURE / VOTING FORM / PROOF OF DEBT

NOTICE OF DECISION PROCEDURE

Company Name: Cella Energy Limited (In Administration) ("the Company")

Company Number: 09019506

In the High Court of Justice no. 8036 of 2018

This Notice is given under Rule 15.8 of the Insolvency (England & Wales) Rules 2016 ("the Rules"). It is delivered by the Joint Administrator of the Company, Chris Newell and Frank Wessely, of 81 Station Road, Marlow, Bucks, SL7 1NS, (telephone number 01628 478 100), who was appointed by the directors of the Company.

Creditors are invited to vote by correspondence on the following (for the full wording of proposed decisions, see overleaf):

1. The basis of the Joint Administrators' fees
2. The approval of the Joint Administrators' Category 2 disbursements
3. The approval of the pre-Administration costs

Overleaf 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 Administrator by one of the methods set out below:

By post to: Quantuma LLP, 81 Station Road, Marlow, Bucks, SL7 1NS

By email to: marlovoting@quantuma.com

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 at 9am on the next business day after it was sent.

All voting forms and proofs of debt must be delivered by 23.59 on the Decision Date, 13 March 2019.

If the Joint Administrator has 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 of the creditors
- 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: 21 February 2019

Christopher Newell
Joint Administrator

VOTE BY CORRESPONDENCE

Cella Energy Limited (in Administration)

Name of Creditor: _____

Address: _____

Decisions:

1	That the Joint Administrators' fees be fixed by a set amount of £40,000 for the Administration.	*For / Against
2	That the Joint Administrators be authorised to recover all Category 2 disbursements, calculated on the bases detailed in Quantuma LLP's summary.	*For / Against
3	That the unpaid pre-Administration costs set out in the Joint Administrators' Proposal be approved.	*For / Against

*** Please delete as applicable to indicate your voting instructions**

Signed: _____ Dated: _____

Name in capitals: _____

Position with, or relationship to, creditor or other authority for signature: _____

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

NOTE: Once a vote has been cast, it cannot be changed.

Please complete this form and return it, along with a completed proof of debt if you have not submitted one previously, so that it is delivered by 23.59 on 13 March 2019, by:

Post: Quantuma LLP, 81 Station Road, Marlow, Bucks, SL7 1NS

Email: please scan in a signed copy of this form and attach it as a pdf to marlwovoting@quantuma.com

PROOF OF DEBT - GENERAL FORM

Cella Energy Limited (in Administration)

Date of Administration: 1 February 2018

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 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 relation to goods to which the debt relates	
9.	Details of any document by reference to which the debt can be substantiated. [The administrator may call for any document or evidence to substantiate the claim at his 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 £
11.	If you wish any dividend payment that may be made to be paid in to your bank account please provide BACS details. Please be aware that if you change accounts it will be your responsibility to provide new information	Account No.: Account Name: Sort code:
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 member of the Creditor?		YES / NO

**Cella Energy Limited
(IN ADMINISTRATION)**

Appendix 8

NOTICE OF INVITATION TO FORM A CREDITORS' COMMITTEE

NOTICE OF INVITATION TO FORM A CREDITORS' COMMITTEE

Company Name: Cella Energy Limited (In Administration) ("the Company")

Company Number: 09019506

In the High Court of Justice no. 8036 of 2018

This Notice is given under Rule 3.39 of the Insolvency Rules (England & Wales) 2016 ("the Rules"). It is delivered by the Joint Administrator of the Company, Chris Newell, of Quantuma LLP, 81 Station Road, Marlow, Bucks, SL7 1NS, telephone number 01628 478 100, who was appointed by the directors of the Company.

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

By post to: Quantuma LLP, 81 Station Road, Marlow, Bucks, SL7 1NS

By email to: gareth.rees@quantuma.com

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 time set out below. Unless the contrary is shown, an email is treated as delivered at 9am on the next business day after it was sent.

All nominations must be delivered by: 4pm on 12 March 2019

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

For further information on the role of Creditors' Committees, go to:
<http://www.quantuma.com/guide/guide-creditors-committee/>

Signed: _____



Dated: _____ 21 February 2019 _____

Christopher Newell
Joint Administrator

NOMINATIONS FOR MEMBERS OF A CREDITORS' COMMITTEE

Cella Energy Limited (In Administration)

On behalf of (name of Creditor): _____

at (address of Creditor): _____

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

1. _____

2. _____

3. _____

Signed: _____

Dated: _____

Name in capitals: _____

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

Are you the sole member/shareholder of the Creditor (where it is a company)?

Yes / No

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 **Gareth Rees**

Company name **Quantuma LLP**

Address **81 Station Road**

Marlow

Post town **Bucks**

County/Region

Postcode **S L 7 1 N S**

Country

DX

Telephone **01628 478100**



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