

LIQ03

Notice of progress report in voluntary winding up



Companies House

For further information, please



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A05

31/05/2022

#313

COMPANIES HOUSE

TUESDAY

1 Company details

Company number 09816569

Company name in full Winebuyers Ltd

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

2 Liquidator's name

Full forename(s) Andrew

Surname Pear

3 Liquidator's address

Building name/number 82 St John Street

Street

Post town London

County/Region

Postcode EC1M4JN

Country

4 Liquidator's name ①

Full forename(s) Michael

Surname Solomons

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

5 Liquidator's address ②

Building name/number 82 St John Street

Street

Post town London

County/Region

Postcode EC1M4JN

Country

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

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6 Period of progress report

From date	^d 3	^d 0	^m 0	^m 3	^y 2	^y 0	^y 2	^y 1
To date	^d 2	^d 9	^m 0	^m 3	^y 2	^y 0	^y 2	^y 2

7 Progress report

☒ The progress report is attached

8 Sign and date

Liquidator's signature	Signature X  X
Signature date	^d 2 ^d 5 ^m 0 ^m 5 ^y 2 ^y 0 ^y 2 ^y 2

LIQ03

Notice of progress report in voluntary winding up



Presenter information

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

Contact name **Holly Thomas**

Company name **Moorfields Advisory Limited**

Address **82 St John Street**

Post town **London**

County/Region

Postcode **E C 1 M 4 J N**

Country

DX

Telephone **020 7549 8050**



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



TO ALL MEMBERS AND KNOWN CREDITORS

Our ref: HT/WIN003AP

25 May 2022

Dear Sirs

Winebuyers Ltd – In Creditors’ Voluntary Liquidation (“the Company”)

As you are aware, Michael Solomons and I were appointed Joint Liquidators of the Company on 30 March 2021. I have prepared my first annual progress report on the Company for the period 30 March 2021 to 29 March 2022 (the reporting period). Statutory information regarding the Company is attached at **Appendix I**.

The Liquidators have acted jointly and severally in all matters relating to the Liquidation and there have been no changes in the office holders since my last report. Please note that in February 2022 BM Advisory and Moorfields Advisory merged and now operate under the name Moorfields. This has had no impact on the management of the Liquidation. This report should be read in conjunction with my previous reports, copies of which are available on request. Further information can also be found at www.creditorinsolvencyguide.co.uk which is designed to provide creditors with a step by step guide to the insolvency process.

CONDUCT OF LIQUIDATION

The Company was incorporated in 2015 but didn’t begin trading until 2018 at which point the online platform at www.winebuyers.com was launched. This online platform connected a vast array of wine producers from around globe, offering their products for sale to both corporate and consumer customers. Following the restrictions introduced by the UK Government in response to the COVID-19 pandemic the industry was widely affected, resulting in the growth of new subscribers to the platform not reaching forecast levels. Furthermore, just prior to the Government’s initial work from home policy in March 2020 the Company had relocated to larger leasehold premises, with the intention of subletting approximately one-third of the space to reduce the monthly expenditure. Following the lifting of restrictions, the market to sublet the premises was significantly reduced and potential investor interest had also dissipated. In the circumstances, the director approached BM Advisory, now Moorfields, for advice on the Company’s financial position.

An accelerated marketing campaign was commenced in early 2021 with a view to securing further investment or achieving a sale of the business as a going concern through an Administration process. Whilst offers were received for the business as a going concern, a Winding Up Petition was presented against the Company that prevented the director from placing the Company into Administration without making an application to Court. Accordingly, it was subsequently agreed a Creditors’ Voluntary Liquidation was the appropriate route in the circumstances.

Moorfields, 82 St John Street, London EC1M 4JN

+44 (0)20 7549 8050

moorfieldscr.com

info@moorfieldscr.com

Moorfields is the trading name of Moorfields Advisory Limited registered in England and Wales No 13642315. VAT Number GB 402 0032 82. The company’s registered office is at 82 St John Street, London EC1M 4JN.

The Institute of Chartered Accountants in England and Wales authorises Simon Thomas, Aaron Kendall, Tom Straw and Milan Vucelja and the Insolvency Practitioners Association authorises Andrew Pear, Michael Solomons and Richard Keley to act as Insolvency practitioners in the UK under section 390(2)(a) of the Insolvency Act 1986.

Office Holders acting as Administrators or Administrative Receivers manage the affairs, business and property of the debtor subject to the appointment and contract only as agent of the debtor and without personal liability. Office Holders acting as Receivers manage the property of the Mortgagor and contract only as agent of the Mortgagor and without personal liability.

We may obtain personal data about you when we communicate with you. For information about how we use your personal data and your legal rights please go to www.moorfieldscr.com/privacy-policy or email info@moorfieldscr.com.

Private and confidential.

As previously advised, following my appointment control was taken of the online platform with all staff also being made redundant. Offers previously made for the Company's assets were reconsidered, as well as further offers received from creditors that attended the initial meeting.

A further offer was subsequently received from a creditor following the creditors' meeting, which potentially represented a better return to creditors than other offers received. This was considered, in conjunction with the advice of independent specialist agents, Hilco Streambank, and it was decided to progress this offer on the condition that funds in excess of the offer approved by creditors were received on a non-refundable basis. Furthermore, a guarantee would be required in respect of the ongoing costs of maintaining the Company's online platform. Despite ongoing discussions with the party, as well as a number of other interested parties no funds or guarantees were provided, and the decision was made to proceed with the offer made by the shareholder consortium. This was accepted on 1 April 2021 on the basis a majority of creditors had approved the transaction and that the funds were available to complete immediately. Furthermore, to extend the marketing period again whilst other parties conducted further due diligence, given the opportunity had been marketed for a number of months prior, with no guarantee of funds, would have run the significant risk of worsening the position for creditors as whole.

I also liaised with my solicitors regarding the Winding Up Petition that was presented against the Company prior to my appointment, and further discussions were held with the presenting creditor and their solicitors. It was subsequently agreed that the petition would be withdrawn as the Company was already in Liquidation.

A number of former employees made claims to the Redundancy Payments Service ("RPS"), for amounts outstanding under their employment contracts. Time has been spent liaising with the RPS regarding the claims received, as well as with the individual employees regarding queries about the amounts owed.

As a Committee was formed at the initial creditors' meeting, regular updates and meetings have been held with the members regarding the progress of the Liquidation generally, as well as our ongoing investigation efforts. Reports were provided to the Committee in April, May, September 2021 and April 2022, providing details of the results of ongoing investigations and proposed further actions. An extensive investigation has been undertaken given the high level of creditor concern regarding the circumstances leading up to the Company's Liquidation. The Company's financial records have been reviewed, in conjunction with bank statements obtained directly from the Company's pre-appointment bankers, to consider whether any transactions require further investigation. Further enquiries have also been made of the directors where appropriate, as well as requests for further records, and I advise efforts in this respect are ongoing. Legal advice has also been obtained in respect of concerns raised by creditors to consider whether any recovery actions are appropriate.

During this reporting period I have also attended to all statutory matters, including but not limited to, statutory notifications regarding the appointment, advertising in the London Gazette, submitting pre and post Liquidation tax returns. As previously advised, there has been a high level of creditor interest and so extensive time has been incurred in responding to the various queries.

In the next reporting period, I will continue my investigations into the Company's affairs and consider whether any further assets can be identified.

RECEIPTS AND PAYMENTS ACCOUNT

A receipts and payments account for the reporting period, is attached at **Appendix II** and shows a balance on hand of £10,437, with a further £22,983 due in respect of VAT receivable. Estate funds were banked into a designated non-interest bearing estate account and the account has been reconciled to required financial records.

ASSETS

Intellectual Property / software

The offer of £129,500 received from Winebuyers Group Ltd ("WBG") was accepted in respect of the online platform used by the business. Given the intangible nature of the asset no formal valuation was prepared by Hilco, and the value was guided by the level of offers received in the open market.

Computer equipment

Part of the offer from WBG included £5,500 for the Company's computer equipment which was accepted. The Company's accounts attributed a book value of £4,455 to these assets and a desktop valuation regarding similar items in the marketplace considered this to be reflective of the attainable value if sold on a breakup basis.

Book debts

The position was reviewed following appointment and it is not considered that any book debts are recoverable, given the debtors are also creditors and have offset the debt against the amounts owed by the Company.

Buyers' Premium

As part of the offer received from WBG it was agreed that a 10% buyers' premium would be applicable and £13,500 was received in this respect.

LIABILITIES

Secured creditor

The Company's mortgage register held by the Registrar of Companies shows that the Company has no current charges over its assets.

Preferential creditors (primary)

The Company has 19 employees who were estimated to have claims totalling £25,799, in respect of arrears of wages and outstanding holiday pay. To date I have received claims totalling £8,929.

Preferential creditors (secondary)

HM Revenue & Customs ("HMRC") is estimated to be owed approximately £30,410 in respect of outstanding PAYE and VAT. No claim has been received to date.

Unsecured creditors

The unsecured element of employees' claims was estimated to total £50,809, in respect of outstanding notice and redundancy pay. To date I have received claims totalling £23,515.

I have received claims totalling £1,082,457 in respect of the Company's trade and expense creditors. HMRC is estimated to be owed £17,475 in respect of outstanding NIC and interest but no claim has been received to date.

DIVIDENDS

Based on current information, a dividend to preferential and/or unsecured creditors, will be dependent on further realisations.

PRESCRIBED PART

The Prescribed Part Fund is created out of the Company's net floating charge property pursuant to Section 176A of the Insolvency Act 1986, as long as the floating charge was registered later than 15 September 2003.

As previously advised, there is no floating charge registered after 15 September 2003 and therefore the prescribed part does not apply.

JOINT LIQUIDATORS' INVESTIGATIONS

Under the insolvency legislation, the Liquidators have a duty to consider the conduct of those persons who have been directors of the Company, shadow directors or de facto directors at any time within three years preceding the Liquidation and consider whether any civil proceedings should be taken.

I undertook an initial investigation into the Company's affairs to establish whether there were any potential asset recoveries or conduct matters that justified further investigation, taking into account public interest and the potential recoveries and costs involved. I have recovered the Company's accounting records, obtained copy bank statements for the three years prior to my appointment and compared information in the Company's accounts with that in the statement of affairs. I have made enquiries where necessary and I have taken the following action where I considered that further investigation was required. Extensive reviews of the Company's financial records have been undertaken and queries made of the directors and other relevant individuals where appropriate.

Within three months of my appointment as Liquidator, I was required to submit a confidential report to the Secretary of State to include any matters which came to my attention during the course of my work, which may have indicated that the conduct of any past or present director would make them unfit to be concerned with the management of the Company. I confirm that my report has been submitted.

PRE-APPOINTMENT REMUNERATION

The directors and creditors have previously authorised the payment of my fees for assistance with preparing the statement of affairs in the sum of £4,000 and facilitating the creditors' decision in the sum of £3,500, plus VAT and disbursements. These fees were paid by the director of the Company.

As previously reported, the director and creditors also approved the payment of the Joint Liquidators' pre appointment remuneration that related to work undertaken during the pre-Administration and marketing period in the sum of £30,000 plus VAT and disbursements. These fees were paid from the first realisations in the Liquidation.

JOINT LIQUIDATORS' REMUNERATION

The Joint Liquidators' remuneration has not yet been fixed and approval will be sought from the Creditors' Committee. Accordingly, no remuneration has been drawn to date.

Following the merger between BM Advisory and Moorfields on 21 February 2022, the firm's fee policy changed and as such both policies are provided at **Appendix III**. A total of 472.3 hours have been spent during this reporting period at a cost of £140,121, resulting in an average hourly charge out rate of £297. Of the total incurred, 458.1 hours were spent prior to the change in fee policy at a cost of £133,034, resulting in an average hourly charge out rate of £290. Accordingly, 14.2 hours were spent following the change in policy at a cost of £7,081, representing an average hourly rate of £499. A summary of my time costs for this reporting period and the work undertaken is also attached at **Appendix III**.

I have not yet sought fee approval due to ongoing investigation matters to be finalised with the Committee prior to remuneration being approved. I will seek appropriate approval from the Committee in accordance with the nature of the assets and the work required to realise the same.

A guide to fees can be found at www.r3.org.uk/technical-library/england-wales/technical-guidance/fees/ and provides information relating to Liquidators' remuneration. A hard copy is available on request.

Please note that a secured creditor, or unsecured creditor with the permission of the Court or with the concurrence of 5% in value of the unsecured creditors (including the creditor in question), may request further details of the Joint Liquidators' remuneration and expenses, within 21 days of receipt of this report.

Furthermore, a secured creditor, or unsecured creditor with the permission of the Court or with the concurrence of 10% in value of the creditors (including the creditor in question), may apply to Court to challenge the amount and/or basis of the Joint Liquidators' fees and the amount of any proposed expenses or expenses already incurred, within eight weeks of receipt of this report.

JOINT LIQUIDATORS' EXPENSES

Category 1 expenses do not need approval and can be drawn at the Liquidators' discretion without authority. The Joint Liquidators have not yet sought approval for Category 2 expenses from the Creditors' Committee. Further details can be found in my firm's policy on fees.

Detailed below are the expenses I expected to incur during the Liquidation and what I have incurred in this reporting period, together with details of what has been paid in this period and what remains unpaid.

		Estimated total cost £	Incurred in period £	Paid during period £	Remains unpaid £
Statutory advertising	Category 1	255.00	263.10	263.10	-
Printing	Category 2	-	31.95	-	39.95
Postage	Category 1	619.71	138.89	-	138.89
Virtual meeting/telephone	Category 1	-	465.16	-	465.16
Land Registry search	Category 1	11.00	22.00	-	22.00
Storage	Category 1	158.75	-	-	-
Bond	Category 1	312.00	312.00	-	312.00
Insurance	Category 1	500.00	168.00	168.00	-
TOTAL		1,856.46	1,401.10	431.10	978.00

During the Liquidation, I instructed professional advisors to assist with the sale of the assets and to provide advice on the petition presented against the Company as well as potential claims against the directors. Detailed below are the fee arrangements agreed in each instance, the estimated total cost and the costs incurred in this period, together with fees paid in this period and what remains unpaid. The choice of professionals was based on my perception of their experience and ability to perform this type of work, the complexity and nature of this assignment and the basis of my fee arrangement with them. The fees charged have been reviewed and I am satisfied that they are reasonable in the circumstances. Where specialists have been instructed, remuneration will not be charged by the Liquidators in respect of such work, other than in respect of supervising and monitoring their work.

	Fee arrangement	Estimated total cost £	Incurred in period £	Paid during period £	Remains unpaid £
Hilco Streambank, agents	Fixed fee	20% of total sale price + 5% of buyers' premium	38,600	38,600	-
Clyde & Co, solicitors	Time costs	10,000	24,565	24,565	-
Keystone Law, solicitors	Time costs	10,000	4,625	4,625	-

Whilst the general expenses incurred have not exceeded the estimate previously given to creditors and I do not anticipate that they will exceed the original estimate, the estimated costs of professional advisors are higher than anticipated. This is as a result of legal advice required following the appointment, as well as ongoing advice required in respect of potential claims that could be brought by the Liquidators which could not be anticipated at the outset. I am continuing to review the fees incurred, in conjunction with the Committee, as to whether it provides benefit to the Liquidation estate and will update creditors as appropriate.

SUMMARY

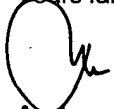
I shall report again on the next anniversary of my appointment, or the closure of the Liquidation, whichever is sooner.

To comply with the Provision of Services Regulations, some general information about Moorfields Advisory Limited, including about our complaints policy and Professional Indemnity Insurance, can be found at www.moorfieldscr.com/terms-and-conditions.

In accordance with the provisions of the General Data Protection Regulations the lawful basis for processing your personal data is in order to comply with my legal obligations set out in the Insolvency Legislation, the purpose of processing the data is to administer the insolvent estate. Your data will be retained for 6 years and 3 months following my vacation of office. Further details regarding how we process your personal data can be found in our Privacy policy at www.moorfieldscr.com/privacy-policy.

If you have any queries regarding this report, please contact Holly Thomas of this office on 020 7549 8042 or email holly.thomas@moorfieldscr.com

Yours faithfully

A handwritten signature in black ink, appearing to be 'Andrew Pear', written over a large, faint circular stamp or watermark.

Andrew Pear
Joint Liquidator

STATUTORY INFORMATION

Company name:	Winebuyers Ltd
Registered office:	82 St John Street, London, EC1M 4JN
Former registered office:	33 Soho Square Soho London W1D 3QU
Former trading address:	33 Soho Square Soho London W1D 3QU
Registered number:	09816569
Joint Liquidators' names:	Andrew Pear and Michael Solomons
Joint Liquidators' address:	82 St John Street, London, EC1M 4JN
Liquidators' date of appointment:	30 March 2021

Winebuyers Ltd
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments
To 29/03/2022

S of A £		£	£
	ASSET REALISATIONS		
5,500.00	Furniture & equipment	5,500.00	
NIL	Book debts	NIL	
129,500.00	Intectual Property	129,500.00	
13,500.00	Buyers' premium	13,500.00	
			148,500.00
	COST OF REALISATIONS		
	Pre-appointment Officeholders' fees	30,000.00	
	Pre appointment legal disbursements	46.40	
	Agents' fees	38,600.00	
	Legal fees	29,189.50	
	Pre-appointment Legal fees	15,000.00	
	Legal disbursements	1,100.00	
	Agent's disbursements	713.62	
	Statutory advertising	263.10	
	Insurance	168.00	
			(115,080.62)
	PREFERENTIAL CREDITORS		
(25,798.81)	Employees/Former employees	NIL	
(30,410.06)	HM Revenue & Customs	NIL	
			NIL
	UNSECURED CREDITORS		
(527,774.20)	Trade & expense creditors	NIL	
(744,318.46)	Trade & expense creditors (supplier)	NIL	
(110,359.00)	Connected party loans	NIL	
(190,267.00)	Bank	NIL	
(17,474.70)	HMRC	NIL	
(50,808.57)	Employees/former employees	NIL	
			NIL
	DISTRIBUTIONS		
(1.27)	Ordinary shareholders	NIL	
			NIL
(1,548,712.07)			33,419.38
	REPRESENTED BY		
	VAT receivable		22,982.52
	Estate account - non interest bearing		10,436.86
			33,419.38

WINEBUYERS LTD - IN LIQUIDATION

Summary of work undertaken during the period 30 March 2021 to 29 March 2022

Task	REPORTING PERIOD		
	Actual hours in period hrs	Actual costs in period £	Average charge out rate £
Administration and planning	11.30	2,279.50	201.73
Statutory compliance	92.60	27,479.00	296.75
Investigations	178.10	52,487.50	294.71
Asset realisations	25.30	8,382.00	331.30
Creditors	165.00	49,492.50	299.95
	472.30	140,120.50	296.68

A summary of the work undertaken in this reporting period is detailed below and was required to be undertaken to deal with the specific circumstances of the case, as well as meet our statutory duties and obligations:

ADMINISTRATION AND PLANNING

Strategy and planning - devising an appropriate strategy for dealing with the case and giving instructions to staff.

Opening, maintaining and managing the officeholders' estate bank account.

Creating, maintaining and managing the officeholders' cashbook.

Undertaking regular reconciliations of the officeholders' estate bank account.

STATUTORY COMPLIANCE

Setting up physical/electronic case files.

Setting up the case on insolvency practice management software and inputting necessary data.

Dealing with all correspondence and emails relating to the case.

Delivering statutory notifications to creditors and others as required on appointment, including advertising the officeholders' appointment in the Gazette.

Conduct statutory searches to identify company pension schemes.

Deal with statutory obligations in relation to identified company pension schemes

Obtaining a specific penalty bond.

Convening and holding general meetings of members, and enacting decision procedures of creditors (as applicable).

Reviewing the adequacy of the specific penalty bond on a quarterly basis.

Undertaking periodic reviews of the progress of the case.

Overseeing and controlling the work done.

Preparing and filing VAT returns.

Preparing and filing Corporation Tax returns.

INVESTIGATIONS

Recovering the Company's books and records.

Scheduling the Company's books and records.

Preparing a report on the conduct of the directors as required by the Company Directors Disqualification Act.

Conducting an initial investigation with a view to identifying potential asset recoveries by seeking and obtaining information from relevant third parties, such as the bank, accountants, solicitors, etc.

Reviewing books and records to identify any suspicious transactions or actions the officeholder may take against a third party in order to recover funds for the benefit of creditors.

Undertaking further investigations into the trading history of the Company to identify any potential claims.

ASSET REALISATIONS

Arranging suitable insurance over assets.

Regularly monitoring the suitability and appropriateness of the insurance cover in place.

Corresponding with debtors and attempting to collect outstanding book debts.

Liaising with the bank to recover any credit balances and close the account(s).

Liaising with agents to realise known assets.

Instructing solicitors to assist in the realisation of assets.

CREDITORS

Obtaining information from the case records about employee claims.

Completing documentation for submission to the Redundancy Payments Office.

Corresponding with employees regarding their claims.

Liaising with the Redundancy Payments Office regarding employee claims.

Dealing with all creditor correspondence, emails and telephone conversations regarding their claims.

Maintaining up to date creditor information on the insolvency practice management system.

Dealing with the formation of a Liquidation Committee and holding meetings and responding to queries as appropriate.

Notes:

- 'Administration and planning' represents the work involved in the routine administrative functions of the case. It does not give direct financial benefit to the creditors, but has to be undertaken to meet our statutory requirements and obligations under the insolvency legislation and the Statements of Insolvency Practice.

- 'Statutory compliance and reporting' represents the work involved in the statutory functions of the case, together with the necessary control and supervision by senior staff. It does not give direct financial benefit to the creditors, but has to be undertaken to meet our statutory obligations.

- 'Investigations' represents the work required to comply with our statutory obligations and has no direct financial benefit to creditors unless there are potential recovery actions identified. Details of the investigations undertaken and outcomes are set out in the report.

- 'Asset realisation' represents the work required to be undertaken to realise the known assets in the case for the benefit of the creditors, details of which are set out in the report.

- 'Creditors' represents the work required to deal with the various creditors of the Company and maintain records of each claim. All queries and correspondence are dealt with as part of our statutory obligations.

From 14 January 2022 to 20 February 2022

BM ADVISORY

STATEMENT OF POLICY ON FEES

Introduction

This statement has been prepared in accordance with guidelines set out in Statement of Insolvency Practice 9 issued by the Association of Business Recovery Professionals (R3). The following information applies to all appointments of partners, directors, consultants or staff of BM Advisory, to act as any of the following:-

Liquidator, Receiver, Administrator or Administrative Receiver of a Limited Company or Limited Liability Partnership
Trustee in Bankruptcy
Supervisor of an Individual, Company or Partnership Voluntary Arrangement
Administrator under the Insolvent Estates Order

When acting as Nominee, the provisions of the Insolvency Act 1986 ("the Act") require that the amount of the fees payable to the office holder be specified within the Debtor's proposals. Such fees will nevertheless be fixed to take account of the office holder's expected time costs arising as referred to below.

Policy on fees

In accordance with the Act, the office holder may seek approval of their remuneration either on a fixed fee basis, on a percentage basis or on a time costs basis. When an office holder's fees are approved by reference to time costs, they will be charged at the firm's usual rates applicable at the time the work is carried out. Rates may be varied from time to time, at the sole discretion of BM Advisory, and such changes will be notified in retrospect with each report to Creditors. It is the policy of BM Advisory to use as junior grade of staff as compatible with the efficient conduct of the matter in order to ensure costs are kept to a minimum. Time is recorded in 6 minute units with supporting narrative to explain the work undertaken. Where an office holder's fees are approved on a percentage of realisations and/or a fixed fee basis the direct costs (such as staff costs, costs of case management system etc.) incurred in undertaking that work will be included in the remuneration and will not separately recover sums already included in the fixed fee or percentage basis.

As at 1 March 2020 the hourly rates applicable are:

Grade	£
Partner 1	430
Partner 2	380
Associate Director	360
Senior Manager	340
Manager	310
Assistant Manager	285
Senior Administrator	240
Administrator	185
Junior Administrator	125
Cashier	115
Support staff	85

Rates vary between individuals, reflecting experience and qualification. For certain more complex tasks, BM Advisory may seek to apply a higher rate in respect of work undertaken, but subject to prior authorisation in accordance with the Act. Further information on the manner in which an office holder's fees may be fixed, can be found in the guidance notes on our website: www.bm-advisory.com/resources/.

Expenses

Expenses are any payments from the insolvent estate that are neither the office holder's remuneration nor a distribution to members/creditors. Expenses also include disbursements that are payments that are first paid by the office holder and then reimbursed from the insolvent estate.

Category 1 expenses are directly referable to an invoice from a third party, which is either in the name of the case or BM Advisory; in the case of the latter, the invoice makes reference to, and therefore can be directly attributed to, the case. These expenses are recoverable in full from the case without the prior approval of creditors either by a direct payment from the case or, where BM Advisory has made payment on behalf of the case, by a recharge of the amount invoiced by the third party. Examples of category 1 expenses are professional advisors (that are not associates), statutory advertising, external meeting room hire (specifically for that case), external storage and specific bond insurance.

Category 2 expenses are either payments to associates or costs incurred by BM Advisory that have an element of shared costs and recharged to the case. These expenses are recoverable in full from the case, subject to the basis of the disbursement charge being approved by creditors in advance. It is proposed that the following category 2 disbursements are recovered:

Mileage (per mile)	at the HMRC approved mileage rate at the time the mileage was incurred
Photocopying/printing (per sheet)	£0.15

Professional advisors such as lawyers, agents, pension specialists may be instructed to assist the office holder on a case where such assistance is considered necessary to properly administer the case. The fees charged will be recharged at cost to the case. Where the professional advisor is not an associate of the office holder it will be for the office holder to agree the basis of the fees charged. Where the professional advisor is an associate of the office holder, those responsible for fixing the basis of the office holder's remuneration will be responsible for approving payments to the professional advisors.

Moorfields
Statement of Policy on Charging Remuneration and Expenses January 2022

In accordance with best practice we provide below details of Moorfields' policies, in respect of fees and expenses for work in relation to insolvency estates.

The Partners will engage managers and other staff to work on the insolvent estate and statutory compliance diaries. The work required is delegated to the most appropriate level of staff taking account of the nature of the work and the individual's experience. Additional assistance is provided by accounting and treasury executives dealing with the estate's bank accounts. Work carried out by all staff is subject to the overall supervision of the Partners.

All time spent by staff working directly on case related matters is charged to a time code established for the case. Each member of staff has a specific hourly rate, which is subject to change over time.

The current charge out rates per hour of staff within the firm who may be involved in working on the insolvency follows: this in no way implies that staff at all such grades will work on the case.

GRADE	£
Partner	475-650
Director	400-550
Senior Manager	375-530
Manager	345-500
Assistant Manager	315-450
Senior Associate	265-375
Associate	205-250
Junior Associate	140-200
Cashier/ Support	95-195

The rates charged by Moorfields are reviewed periodically in January & July each year and are adjusted to take account of inflation and the firm's overheads.

Our rates increased on 1 January 2022. The charge out rates per hour for the period from 1 January 2021 to 31 December 2021 were:

GRADE	£
Partner	625
Director	550
Senior Manager	530
Manager	500
Assistant Manager	450
Senior Associate	375
Associate	250
Junior Associate	200
Cashier/ Support	195

Time spent on casework is recorded directly to the relevant case using a computerised time recording system and the nature of the work undertaken is recorded at that time in units of 6 minutes.

Where an officeholder's remuneration is approved on a time cost basis the time invoiced to the case will be subject to VAT at the prevailing rate.

Where remuneration has been approved on a time cost basis the time invoiced will be provided to any committee appointed by the creditors or in the absence of a committee to the creditors, the report will provide a breakdown of the remuneration drawn and will enable the recipients to see the average rates of such costs. The current hourly rates may be higher than the average rates, if hourly rates have increased over the period covered by the fee request.

Approved remuneration will be drawn at such times that sufficient funds are available.

EXPENSES

In accordance with SIP 9, expenses are any payments from the estate which are neither an office holder's remuneration nor a distribution to a creditor or a member. Expenses also includes disbursements. Disbursements are payments which are first met by the office holder, and then reimbursed to the office holder from the estate.

Expenses are divided into those that do not need approval before they are charged to the estate (category 1) and those that do (category 2).

Category 1 Expenses

Separate charges are made in respect of directly attributable expenses (Category 1 expenses) such as travelling, postage, photocopying (if external provider), statutory advertising and other expenses made on behalf of the assignment. These are payments made to persons providing the service to which the expense relates who are not an associate of the office holder.

Such expenses can be paid from the estate without approval from the Creditors' Committee or the general body of creditors. In line with SIP 9, it is our policy to disclose Category 1 expenses drawn but not to seek approval for their payment. We are prepared to provide such additional information as may reasonably be required to support the expenses drawn.

Category 2 Expenses

Category 2 expenses do require approval from creditors.

These are payments to associates or which have an element of shared costs. Before being paid, category 2 expenses require approval in the same manner as an office holder's remuneration. Category 2 expenses require approval whether paid directly from the estate or as a disbursement.

It is our policy, in line with the Statement, to seek approval for Category 2 expenses before they are drawn.

The following Category 2 expenses are currently charged by this firm:

- Mileage allowances are paid at HM Revenue & Customs approved rates. For personnel using their own vehicles, these are currently 45 pence per mile for the first 10,000 miles and 25 pence per mile thereafter.

It should be noted that expenses might increase from time to time, however, increases would only be in line with inflation or increases from our supplier.