

# Liquidator's Progress Report

# S.192

Pursuant to Sections 92A and 104A and 192  
of the Insolvency Act 1986

To the Registrar of Companies

Company Number

05317612

Name of Company

Hop Farm Trading Limited

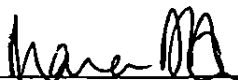
I

Thomas D'Arcy, 44-46 Old Steine, Brighton, BN1 1NH

the joint liquidator of the company attach a copy of my Progress Report  
under section 192 of the Insolvency Act 1986

The Progress Report covers the period from 15/03/2014 to 14/03/2015

Signed



Date

29/5/15

White Maund  
44-46 Old Steine  
Brighton  
BN1 1NH

Ref HOPFARM/SA/PH/PH

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COMPANIES HOUSE

**HOP FARM TRADING LIMITED – IN LIQUIDATION**

**JOINT LIQUIDATORS' ANNUAL PROGRESS REPORT  
TO CREDITORS & MEMBERS**

**WHITE MAUND  
44-46 OLD STEINE  
BRIGHTON  
BN1 1NH**

**29 APRIL 2015**

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- A The Joint Liquidators' Summary of Receipts and Payments from 15 March 2014 to 14 March 2015 together with cumulative figures,
- B The Joint Liquidators' Time Entry - SIP9 Time & Cost for the period 15 March 2014 to 14 March 2015,
- C The Joint Liquidators' Time Entry - SIP9 Time & Cost from the date of appointment to 14 March 2015,
- D Additional Information in relation to the Joint Liquidators' fees pursuant to Statement of Insolvency Practice No 9 (SIP 9),
- E White Maund current hourly charge out rates as at 1 October 2014,
- F White Maund disbursements charging policy as at 1 October 2014

## **1 Introduction and statutory information**

I, Susan Maund, together with my partner Thomas D'Arcy, of White Maund, 44-46 Old Steine, Brighton, BN1 1NH, was appointed as Joint Liquidator of Company Name ("the Company") on 15 March 2013. This report provides an update on the progress in the liquidation for the year ended 14 March 2015.

The principal trading address of the Company was Whitbread Hop Farm, Maidstone Road, Paddock Wood, Tonbridge, Kent, TN12 6PY.

The registered office of the Company has been changed to 44-46 Old Steine, Brighton, BN1 1NH and its registered number is 05317612.

## **2 Realisation of assets**

Attached at Appendix A is my Receipts and Payments account for the period from 15 March 2014 to 14 March 2015 which includes cumulative figures. The only asset realisations in the reporting period are £206 in respect of funds held by Verifone and bank interest received of £57.

### **Book Debts**

The book value of other debtors and prepayments shown in the statement of affairs had been extracted from the Company's trial balance as at 18 February 2013 and comprised of trade debtors, intercompany loans, security deposits, rent arrears and prepayments totalling £657,917 with an estimated to realise value of £17,410. Any debts owing to the company that are 90 days or older will not be recovered by the company. A provision for bad debts of 25% has been applied to the balance.

GB Adventures Ltd	£172,998
Yesterdays World Ltd	£270,388
Prepayments	£67,855
Deposits	£3,701
Trade Debtors	£108,569
World at War	£34,406

According to the Company's records included in the net book value figure was a balance owed from GB Adventures Limited ("GBA") totalling £172,998 in relation to outstanding loans and rent. On 2 May 2013 GBA entered into creditors' voluntary liquidation and according to the statement of affairs filed at Companies House, there is no prospect of a return to creditors of any class.

In addition to the above is an intercompany loan due from Yesterdays World Limited ("YWL") totalling £270,388. YWL has advised that there are contra charges to be applied against this amount. I am in correspondence with YWL to obtain evidence of the contra charges with a view to determining if any of the debt is recoverable.

Prepayments related principally to insurance however the premiums were not paid up to accordingly no recovery can be made in this regard. The security deposits represented deposits paid for events in which the Company is not able to participate due to its liquidation.

The figure shown for the trade debtors was predominately made up of debts that were over 90 days old totalling £90,480 and have therefore been written off. Creditors will note from the attached receipts and payments account that the sum of £1,071 has been received with from one trade debtor. The director advised prior to liquidation that the amount shown as due from the event "World at War" was not collectable. It is not expected that any further realisations in this regard will be possible.

### **3 Investigations**

In accordance with the Company Directors Disqualification Act 1986 I have submitted a report on the conduct of the Directors of the Company to the Department for Business Innovation & Skills (BIS). As this is a confidential report, I am not able to disclose the contents.

Shortly after appointment, I made an initial assessment of whether there could be any matters that might lead to recoveries for the estate and what further investigations may be appropriate. This assessment took into account information provided by creditors either at the initial meeting or as a response to my request to complete an investigation questionnaire.

In September 2014, I entered into a joint instruction agreement with the major shareholder to instruct a firm of forensic accountants to carry out a more detailed review of the Company's records. The fees incurred in this regard will be discharged by the shareholder. I am currently awaiting a report on their findings to ascertain whether there are any potential recoveries that could be made.

### **4 Creditors**

#### ***Secured creditors***

Coutts & Co ("the Bank") had a fixed charge over the leasehold land and property, goodwill and carousel. The Bank has confirmed the debt due from the Company totals

£507,664 compared to the estimated statement of affairs figure of £503,281. The sum of £200,234 has been paid to the Bank from fixed charge realisations. There are no other fixed charge assets and therefore no further amounts are payable to the Bank in this regard.

#### ***Preferential creditors***

There are insufficient floating charge assets remaining to allow any dividend to be paid to the preferential creditors in this matter.

#### ***Unsecured creditors***

Insufficient uncharged assets have been realised to allow a dividend to be payable to the unsecured creditors.

### **5 Joint Liquidators' remuneration**

The Creditors approved that the basis of the Joint Liquidators' remuneration be fixed by reference to the time properly spent by my staff and I in managing the liquidation. My total time costs incurred since my appointment to the anniversary date total £33,583. This represents 202 hours at an average rate of £167 per hour.

Included in the above are my time costs for the reporting period totalling £4,155 representing 28 hours at an average hourly rate of £148. Further details can be found at Appendix B. In addition Appendix C incorporates an analysis of the cumulative activity costs incurred by my staff and I from the date of my appointment to the anniversary date.

A copy of 'A Creditors' Guide to Liquidators' Fees' is available on request or can be downloaded from [www.icaew.com/en/technical/insolvency/creditors-guides](http://www.icaew.com/en/technical/insolvency/creditors-guides). Attached as Appendix D is additional information in relation to this firm's policy on staffing, the use of subcontractors, disbursements and details of our current charge-out rates by staff grade.

Since the date of appointment following Category 2 disbursements have been taken

£36 in respect of travel costs.

The following is a narrative summary of the tasks carried out by me and my staff.

#### **Administration and planning**

This includes day-to-day administrative duties and dealing with statutory duties and responsibilities, including advertising notice of the liquidation, providing notice to creditors, dealing with the submission of the Statement of Affairs and filing necessary documents at Companies House. Other duties include handling and recording receipts and payments;

VAT and Corporation Tax issues such as filing the corporation tax and VAT returns and general correspondence

### **Realisation of assets**

My staff have been assisting with various matters such as handling queries from interested parties and obtaining valuations of assets as well as reviewing the Company's records with regards to reconciling the fixed asset register

### **Creditors**

Quenes from and correspondence with creditors and employees have been necessary aspects of the liquidation process. The preparation of the Statement of Affairs and progress reports has been undertaken including the attendant aspects of providing and obtaining the required information, convening the creditors' meeting etc

## **6 Joint Liquidators' expenses**

The following expenses have been incurred since my last progress report to creditors and will be drawn from funds in hand in due course

<b>Supplier/Service Provider</b>	<b>Nature of expense incurred</b>	<b>Amount incurred to date (£)</b>	<b>Paid to date (£)</b>	<b>Amount Outstanding (£)</b>
White Maund	Storage costs	748 97 plus VAT	Nil	748 97 plus VAT
White Maund	Travel costs	37 17 plus VAT	Nil	37 17 plus VAT
White Maund	Stationery & Postage	56 70 plus VAT	Nil	56 70 plus VAT
White Maund	Storage – External HD	43.49 plus VAT	Nil	43 49 plus VAT

## **7 Creditors' rights**

Within 21 days of the receipt of this report, a secured creditor, or an unsecured creditor (with the concurrence of at least 5% in value of the unsecured creditors) may request in writing that the Joint Liquidators provide further information about his remuneration or expenses which have been itemised in this progress report.

Any secured creditor, or an unsecured creditor (with the concurrence of at least 10% in value of the unsecured creditors) may within 8 weeks of receipt of this progress report make an application to court on the grounds that, in all the circumstances, the basis fixed for the Joint Liquidators' remuneration is inappropriate and/or the remuneration charged or

the expenses incurred by the Liquidator, as set out in this progress report, are excessive

**8 Next report**

I am required to provide a further report on the progress of the liquidation within two months of the next anniversary of the liquidation, unless I have concluded matters prior to this, in which case I will write to all creditors with my final progress report ahead of convening the final meeting of creditors

Yours faithfully

A handwritten signature in black ink, appearing to read 'Thomas D'Arcy', with a stylized flourish at the end.

Thomas D'Arcy

Joint Liquidator

Enc



**Hop Farm Trading Limited  
(In Liquidation)**

**Summary of Receipts & Payments**

<b>RECEIPTS</b>	<b>Statement of Affairs (£)</b>	<b>From 16/03/2013 To 14/03/2014 (£)</b>	<b>From 15/03/2014 To 14/03/2015 (£)</b>	<b>Total (£)</b>
Leasehold Land & Property	147,000 00	0 00	0 00	0 00
P&M, Office Equipment, Stock & Fixtures	15,700 00	15,700 00	0 00	15,700 00
Motor Vehicles	7,800 00	7,800 00	0 00	7,800 00
Carousel	65,000 00	65,000 00	0 00	65,000 00
Live Stock	3,500 00	3,500 00	0 00	3,500 00
Book Debts	17,410 00	0 00	0 00	0 00
Floats	1,000 00	0 00	0 00	0 00
Cash at Bank		6,181 75	0 00	6,181 75
Bank Interest Gross		178 84	57 02	235 86
Deposit for Costs		4,105 00	0 00	4,105 00
Sundry receipt		1,071 40	205 63	1,277 03
		<b>103,536 99</b>	<b>262 65</b>	<b>103,799.64</b>
<b>PAYMENTS</b>				
Payment to Coutts & Co	(503,281 00)	53,254 00	0 00	53,254 00
Specific Bond		396 00	0 00	396 00
Preparation of S of A		5,000 00	0 00	5,000 00
Office Holders Remuneration		14,942 00	7,500 00	22,442 00
Office Holders' Cat 1 Disbursements		132 00	0 00	132 00
Office Holders' Cat 2 Disbursements		36 00	0 00	36 00
Refund of rent due to newco		1,708 34	0 00	1,708 34
Agents/Valuers Fees		12,056 00	0 00	12,056 00
Legal Fees (1)		4,270 00	0 00	4,270 00
Corporation Tax		0 00	35 77	35 77
Storage Costs		175 00	0 00	175 00
Statutory Advertising		258 72	0 00	258 72
Accountant's Fees		625 00	0 00	625 00
		<b>92,853 08</b>	<b>7,535 77</b>	<b>100,388.83</b>
<b>Net Receipts/(Payments)</b>		<b>10,683.93</b>	<b>(7,273 12)</b>	<b>3,410 81</b>
<b>MADE UP AS FOLLOWS</b>				
Bank 1 Current		16,185 99	(12,774 18)	3,411 81
VAT Receivable / (Payable)		(5,501 06)	5,501 06	0 00
		<b>10,684.93</b>	<b>(7,273 12)</b>	<b>3,411 81</b>

## Time Entry - SIP9 Time & Cost Summary

HOPFARM - Hop Farm Trading Limited  
 Project Code POST  
 From 15/03/2014 To 14/03/2015

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Admin & Planning	2.00	4.00	3.05	2.30	13.05	1,505.00	146.28
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors	0.40	8.60	3.40	0.00	12.40	1,696.00	136.21
Investigations	0.30	1.90	0.00	0.00	2.20	425.00	193.18
Realisation of Assets	0.50	0.00	0.00	0.00	0.50	132.50	265.00
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Hours</b>	<b>4.00</b>	<b>15.40</b>	<b>6.45</b>	<b>2.30</b>	<b>28.15</b>	<b>4,156.50</b>	<b>147.52</b>
<b>Total Fees Claimed</b>						<b>22,442.00</b>	
<b>Total Disbursements Claimed</b>						<b>428.72</b>	

## Time Entry - SIP9 Time & Cost Summary

HOPFARM - Hop Farm Trading Limited  
Project Code POST  
To 14/03/2015

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Admin & Planning	32.80	31.10	20.85	2.90	87.65	14,708.00	168.48
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors	24.90	42.20	10.00	3.80	80.90	13,432.50	166.04
Investigations	0.70	9.80	5.80	0.00	16.30	2,124.50	131.98
Realisation of Assets	8.50	5.50	0.60	0.00	14.60	3,108.50	212.91
Trading	0.00	0.00	0.00	2.30	2.30	140.50	61.00
<b>Total Hours</b>	<b>66.90</b>	<b>88.60</b>	<b>37.25</b>	<b>6.70</b>	<b>201.45</b>	<b>33,583.00</b>	<b>166.62</b>
<b>Total Fees Claimed</b>						<b>22,442.00</b>	
<b>Total Disbursements Claimed</b>						<b>436.72</b>	

**ADDITIONAL INFORMATION IN RELATION TO THE JOINT LIQUIDATORS' FEES  
PURSUANT TO STATEMENT OF INSOLVENCY PRACTICE 9 (SIP9)**

**1 Policy**

Detailed below is White Maund's policy in relation to

- Staff allocation and the use of subcontractors
- Professional advisors
- Disbursements

***Staff allocation and the use of subcontractors***

- 1 Our general approach to resourcing our assignments is to allocate staff with the skills and experience to meet the specific requirements of the case.
- 2 The constitution of the case team will usually consist of a director, manager, administrator and/or an assistant. The exact constitution of the case team will depend on the anticipated size and complexity of the assignment and additional staff may be allocated to meet the demands of the case.
- 3 Directors, managers, administrators, cashiers, secretarial and support staff are allocated an hourly charge out rate which is reviewed from time to time.
- 4 Work undertaken by cashiers, secretarial and support staff will be or has been charged for separately and such work will not or has not also been charged for as part of the hourly rates charged by directors, managers and administrators.
- 5 We are not proposing to utilise the services of any sub-contractors in this case.

***Professional advisors***

On this assignment we have used the professional advisors listed below. We have also indicated alongside, the basis of our fee arrangement with them, which is subject to review on a regular basis.

<b>Name of Professional Advisor</b>	<b>Basis of Fee Arrangement</b>
DMH Stallard	Hourly rate and disbursements
Kings Mill Partnership	Hourly rate and disbursements
SIA Group (UK) Limited	Hourly rate and disbursements

Our choice was based on our perception of their experience and ability to perform this type of work, the complexity and nature of the assignment and the basis of our fee arrangement with them.

- 2 White Maund's disbursements and charge out rate policies are attached at Appendix E and F.

**WHITE MAUND**  
**CURRENT HOURLY CHARGE OUT RATES**  
**AS AT 1 OCTOBER 2014**

Grade	Charge out rate up to 1 June 2013 (£)	Charge out rate up to 6 June 2014 (£)	Current charge out rate (£)
Directors	250 - 275	250 - 275	265
Manager	155	155	185
Administrators	60 – 95	60 - 105	65 - 125
Assistants & Support Staff	65	65	65

It is the office holder's policy to ensure that work undertaken is carried out by the appropriate grade of staff required for each task, having regard to its complexity and the skill and experience actually required to perform it. White Maund charge out rates are reviewed periodically

**"CATEGORY 2" DISBURSEMENTS**

Authority to draw Category 2 disbursements as detailed on the attached schedule was approved at the meeting of creditors held on 15 March 2013

**CHARGING, EXPENSES AND DISBURSEMENTS POLICY STATEMENT**

**Charging policy**

- Directors, managers, administrators, cashiers, secretarial and support staff are allocated an hourly charge out rate which is reviewed from time to time
- Work undertaken by cashiers, secretarial and support staff will be or has been charged for separately and such work will not or has not also been charged for as part of the hourly rates charged by directors, managers and administrators
- Time spent by directors and all staff in relation to the insolvency estate is charged to the estate
- Time is recorded in 6-minute units
- The current charge rates are attached
- Time billed is subject to Value Added Tax (VAT) at the applicable rate

**Expenses and disbursements policy**

- Only expenses and disbursements properly incurred in relation to an insolvency estate are re-charged to the insolvency estate
- Expenses and disbursements which comprise external supplies of incidental services specifically identifiable to the insolvency estate require disclosure to creditors, but do not require creditors' approval prior to being drawn from the insolvency estate. These are known as "Category 1" disbursements
- Expenses and disbursements which are not capable of precise identification and calculation (for example any which include an element of shared or allocated costs) require the approval of creditors prior to being drawn from the insolvency estate. These are known as "Category 2" disbursements
- A resolution to consider approving "Category 2" disbursements at the attached rates applicable to Brighton will be proposed to creditors' in general meeting
- General office overheads are not re-charged to the insolvency estate as a disbursement
- Any payments to outside parties in which the office holder or his firm or any associate has an interest will only be made with the approval of creditors
- Where applicable, expenses and disbursements re-charged to or incurred directly by an insolvency estate are subject to VAT at the applicable rate