

# AM23

## Notice of move from administration to dissolution



Companies House

THURSDAY



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A23

07/10/2021

#206

COMPANIES HOUSE

### 1 Company details

Company number 0 7 1 0 2 6 6 9

Company name in full Ratcliffe Building & Maintenance Ltd

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

### 2 Court details

Court name High Court of Justice, Business and Property Courts in Leeds  
Insolvency and Companies List (ChD)

Court number 1 1 6 6 o f 2 0 1 9

### 3 Administrator's name

Full forename(s) Jeremy Nicholas

Surname Bleazard

### 4 Administrator's address

Building name/number Premier House

Street Bradford Road

Post town Cleckheaton

County/Region West Yorkshire

Postcode B D 1 9 3 T T

Country United Kingdom

AM23

Notice of move from administration to dissolution

**5 Administrator's name ①**

Full forename(s)

Surname

**① Other administrator**

Use this section to tell us about another administrator.

**6 Administrator's address ②**

Building name/number

Street

Post town

County/Region

Postcode

Country

**② Other administrator**

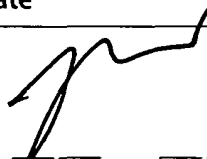
Use this section to tell us about another administrator.

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

Administrator's signature

Signature

X



X

Signature date

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# AM23

## Notice of move from administration to dissolution



### Presenter information

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

Contact name

Company name

Address

Post town

County/Region

Postcode

Country

DX

Telephone



### 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](http://www.gov.uk/companieshouse) or email [enquiries@companieshouse.gov.uk](mailto: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](http://www.gov.uk/companieshouse)

# **Administrator's Final Progress Report**

## **Ratcliffe Building & Maintenance Ltd In Administration**

**For the period from 25 April 2021 to 6 October 2021**

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### **APPENDICES**

- A** Receipts and Payments Account for the Period from 25 April 2021 to 6 October 2021 and cumulative Receipts and Payments Account for the Period from 25 October 2019 to 6 October 2021
- B** Time Analysis for the Period from 25 April 2021 to 6 October 2021
- C** Cumulative Time Analysis for the Period from 25 October 2019 to 6 October 2021
- D** Final Outcome Statement as at 6 October 2021
- E** Additional information in relation to Administrator's Fees, Expenses & the use of Subcontractors

## **RATCLIFFE BUILDING & MAINTAINANCE LTD - IN ADMINISTRATION**

### **1 Introduction**

- 1.1 I was appointed Administrator of Ratcliffe Building & Maintenance Ltd (the **Company**) on 25 October 2021. The appointment was made by Ryan David Ratcliffe, Allerton Bywater Network Centre, Castleford, WF10 2DB.
- 1.2 This Administration has been handled by XL Business Solutions Limited at Premier House, Bradford Road, Cleckheaton, BD19 3TT. The Administrator's contact details are by phone on 01274 870101 or via email at enquiries@xlbs.co.uk. The Administration is registered in the High Court of Justice, Business and Property Courts in Leeds, Insolvency and Companies List (ChD), under reference number 1166 of 2019.
- 1.3 As the Administration has now completed, I am required to provide a progress report covering the period since my last report which ended on 24 April 2021. This is my final report in the Administration and covers the period from 25 April 2021 to 6 October 2021 (**the Period**) and should be read in conjunction with my earlier proposals report and any previous progress reports which have been issued.
- 1.4 Information about the way that we will use, and store personal data on insolvency appointments can be found in the Privacy Notice at [www.xlbs.co.uk](http://www.xlbs.co.uk). If you are unable to download this, please contact us and a hard copy will be provided to you.
- 1.5 The trading address of the Company was Unit 4 Allerton Bywater Network Centre, Allerton Bywater, Castleford, WF10 2DB.
- 1.6 The registered office of the Company is Premier House, Bradford Road, Cleckheaton, BD19 3TT and its registered number is 07102669.

### **2 Receipts and Payments**

- 2.1 At Appendix A is my Receipts and Payments Account covering the Period together with a cumulative Receipts and Payments Account from the date of my appointment to the conclusion of the Administration.

### **3 Work undertaken by the Administrator**

- 3.1 As noted previously, the statutory objective pursued in the Administration was realising property in order to make a distribution to one or more of the Company's secured and or preferential creditors. In addition to the pursuance of this statutory objective, an Administrator has duties imposed by insolvency and other legislation, some of which may not have provided any financial benefit to creditors.
- 3.2 This section of the report provides creditors with an overview of the work undertaken in the Period, both in terms of the statutory objective, but also work which is required of the Administrator under other related legislation.

#### ***Administration (including statutory compliance & reporting)***

- 3.3 As noted previously, an Administrator must comply with certain statutory obligations under the Insolvency Act 1986 and other related legislation. Details about the work undertaken in this regard has been outlined previously and I would confirm that in the final period of the Administration, the only matters that have affected the costs in this area to any particular extent are the pursuit of the Company's outstanding retentions, regular case reviews, issuing progress reports to creditors and finalising the Administration.

## **RATCLIFFE BUILDING & MAINTAINANCE LTD - IN ADMINISTRATION**

- 3.4 Where the overall costs of statutory compliance work or reporting to creditors has exceeded the initial estimate, it will usually be because the duration of the case has taken longer than anticipated, possibly due to protracted asset realisations, which have in turn placed a further statutory reporting requirement on the Administrator.
- 3.5 This work has not necessarily brought any financial benefit to creditors but is work required on every case by statute.

### ***Realisation of Assets***

#### ***Work In Progress***

- 3.6 As you are aware from my previous progress report, the Company's outstanding work in progress was estimated to realise £46,858. Cooper & Hall Limited Chartered Quantity Surveyors ("Cooper & Hall") had been instructed to assist in the collection of the outstanding retentions.
- 3.7 As the majority of the outstanding contracts are JCT contracts and a number of the Company's customers issued payless notices just prior to Administration realisations were anticipated to be significantly lower than the book value.
- 3.8 Cooper & Hall advised that there had been significant counter claims from the debtors due to the Company leaving site prior to completion of the contracts. As a result, clients have had to instruct further contractors to complete the works which has resulted in claims being made against the Company.
- 3.9 I can advise that Cooper & Hall continued to pursue the outstanding work in progress however, ultimately no funds have been received from this source.

#### ***Retentions***

- 3.10 As you are aware from previous reports, the Company was owed a number of retentions which had an estimated to realise value of £51,189. As previously advised, Cooper & Hall were instructed to assist in the collection of the outstanding retentions.
- 3.11 You will be aware from my last progress report, Cooper & Hall advised that a number of clients are claiming defects to the work done and as a result, are declining to pay the outstanding retention. I can advise that total realisations from the retentions amounts to £4,616.
- 3.12 As you are aware, I agreed a fee with Cooper & Hall of 25% of realisations from work in progress and retentions. The sum of £1,154 has been paid to Cooper & Hall in this regard.
- 3.13 All other asset realisations remain as previously reported.

### ***Investigations***

- 3.14 You may recall from my earlier progress reports to creditors that some of the work the Administrator was required to undertake was to comply with legislation such as the Company Directors' Disqualification Act 1986 (**CDDA 1986**) and Statement of Insolvency Practice 2 – Investigations by Office Holders in Administration and Insolvent Liquidations and may not necessarily bring any financial benefit to creditors, unless those investigations revealed potential asset recoveries that could have been pursued for the benefit of creditors.
- 3.15 My report on the conduct of the Directors of the Company to the Department for Business, Energy & Industrial Strategy under the CDDA 1986 was submitted during the first period of the Administration and is confidential.
- 3.16 Since my last progress report, I would advise that no further asset realisations have come to light that may be pursued by me for the benefit of creditors.

## **RATCLIFFE BUILDING & MAINTAINANCE LTD - IN ADMINISTRATION**

### ***Creditors (claims and distributions)***

- 3.17 Further information on the outcome for creditors in this case can be found at section 5 of this report. Administrators are not only required to deal with correspondence and claims from unsecured creditors, but also those of any secured and preferential creditors of the Company.
- 3.18 The work done by the Administrator may not necessarily have brought any financial benefit to creditors generally and the more creditors there are on an assignment, the higher the resultant cost will usually be however an Administrator is required by statute to undertake this work. In this case I have assisted 23 employees with their claims for outstanding wages, holiday pay, Redundancy pay and pay in lieu of notice. In addition, I have received and input 96 claims from unsecured creditors however, no work was undertaken to agree these claims as it became evident during the course of the Administration that there would be no distribution to any class of creditor.

## **4 Unrealised Assets**

- 4.1 I would confirm that all assets have now been realised and the cumulative Receipts and Payments Account at Appendix A reflects the final position on both realisations achieved and payments made during the course of the Administration. This includes details of all expenses incurred and paid by the Administrator.

## **5 Outcome for Creditors**

- 5.1 A Final Outcome Statement on the Administration of the Company as at 6 October 2021 is attached at Appendix D.
- 5.2 Further information on the outcome for each class of creditor in the Administration can be found below:

### ***Preferential Creditors***

- 5.3 A summary of the preferential claims and details of any distributions paid to date can be found below:

<b>Preferential claims</b>	<b>Agreed Claim £</b>	<b>Statement of Affairs Claim £</b>	<b>Dividend paid p in the £1</b>	<b>Date dividend paid</b>
<b>Department for Business, Energy &amp; Industrial Strategy (BEIS)</b>	<b>32,003.98</b>	<b>44,797.10</b>	<b>Nil</b>	<b>N/A</b>

- 5.4 Due to the lack of realisations no dividend has been available to the preferential creditors in this case.

### ***Unsecured Creditors***

- 5.5 At the date of this report, I have received claims totalling £1,624,492 from 96 creditors.
- 5.6 I would confirm that due to the lack of realisations in this case there has been no distribution to the Company's unsecured creditors.

## **6 Administrator's Remuneration**

- 6.1 The basis of the Administrator's fees was fixed in the Administration by reference to the time properly spent by him and his staff in managing the Administration.

## **RATCLIFFE BUILDING & MAINTAINANCE LTD - IN ADMINISTRATION**

- 6.2 My time costs for the Period are £2,536. This represents 13.40 hours at an average rate of £189.25 per hour. Attached as Appendix B is a Time Analysis which provides details of the activity costs incurred by staff grade during this final period in respect of the costs fixed by reference to time properly spent by me in managing the Administration. A narrative explanation of the work undertaken by the Administrator during the Period can be found at section 3 of this report.
- 6.3 Attached as Appendix C is a cumulative Time Analysis for the period from the date of my appointment to 6 October 2021 which provides details of my total time costs in the Administration. These time costs total £32,890 which represents 165.10 hours at an average rate of £199.21 per hour.
- 6.4 You will recall that I provided creditors with my fees estimate prior to the agreement of the basis of my remuneration as time costs. I would confirm that it was not necessary during the Administration to seek further approval to increase this estimate.
- 6.5 I would confirm that £8,426 has been drawn against my accrued time costs, which is below the level of the fees estimate approved by creditors.
- 6.6 Attached at Appendix E is additional information in relation to the Administrator's fees, expenses and the use of subcontractors and other professional advisers.
- 6.7 A copy of 'A Creditors' Guide to Administrators' Fees' is available on request or can be downloaded from [www.insolvency-practitioners.org.uk](http://www.insolvency-practitioners.org.uk) under the heading Regulation & Guidance, Creditor Guides.

### **7 Creditors' rights**

- 7.1 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 Administrator provide further information about his remuneration or expenses (other than pre-administration costs) which have been itemised in this progress report.
- 7.2 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 Administrator's remuneration is inappropriate and/or the remuneration charged or the expenses incurred by the Administrator, as set out in this progress report, are excessive.

### **8 Ending the Administration**

- 8.1 I would confirm that I have sent a notice to the Registrar of Companies to be filed, moving the Company to dissolution as there is no property which might permit a distribution to the unsecured creditors.
- 8.2 The Administrator's appointment will end following the registration of the notice by the Registrar of Companies. A copy of this notice is enclosed.
- 8.3 The Administrator will be discharged from liability under Paragraph 98(3) of Schedule B1 to the Insolvency Act 1986 immediately upon his appointment as Administrator ceasing to have effect.

For and on behalf of  
Ratcliffe Building & Maintenance Ltd



**J N Bleazard**  
Administrator



**RATCLIFFE BUILDING & MAINTAINANCE LTD - IN ADMINISTRATION**

**Appendix A**

**Receipts and Payments Account for the Period from 25 April 2021 to 6 October 2021 and cumulative to 6 October 2021**

**Ratcliffe Building & Maintenance Ltd**  
**(In Administration)**

**Summary of Receipts & Payments**

<b>RECEIPTS</b>	<b>Statement of Affairs (£)</b>	<b>From 25/10/2019 To 24/04/2021 (£)</b>	<b>From 25/04/2021 To 06/10/2021 (£)</b>	<b>Total (£)</b>
Plant & Machinery	2,000.00	1,461.00	0.00	1,461.00
Furniture & Equipment	1,000.00	1,141.00	0.00	1,141.00
Stock		239.00	0.00	239.00
Retentions	51,189.00	2,163.69	2,452.70	4,616.39
Cash at Bank	10,500.00	9,097.81	0.00	9,097.81
Refund of college fees		180.00	0.00	180.00
		<b>14,282.50</b>	<b>2,452.70</b>	<b>16,735.20</b>
<b>PAYMENTS</b>				
Office Holders Fees		5,500.00	2,923.75	8,423.75
Office Holders Disbursements		238.70	0.00	238.70
Pension advice		680.00	0.00	680.00
Agents/Valuers Fees (1)		0.00	4,000.00	4,000.00
Legal Fees (1)		0.00	2,050.00	2,050.00
Quantity Surveyor's fees		0.00	1,154.10	1,154.10
Insurance of Assets		112.00	0.00	112.00
Bank Charges		56.30	20.35	76.65
		<b>6,587.00</b>	<b>10,148.20</b>	<b>16,735.20</b>
<b>Net Receipts/(Payments)</b>		<b>7,695.50</b>	<b>(7,695.50)</b>	<b>0.00</b>
<b>MADE UP AS FOLLOWS</b>				
		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

Note:

All estate accounts with less than £250,000 are held on non interest bearing.

**RATCLIFFE BUILDING & MAINTAINANCE LTD - IN ADMINISTRATION**

**Appendix B**

**Time Analysis for the Period from 25 April 2021 to 6 October 2021**

**SIP 9 - Time & Cost Summary**

Period: 25/04/21..06/10/21

## Time Summary

Hours						Time Cost (£)	Average hourly rate (£)
Classification of work function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours		
Administration & planning	0.00	10.00	2.40	0.00	12.40	2,336.00	188.39
Investigations	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Realisations of assets	0.00	1.00	0.00	0.00	1.00	200.00	200.00
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Case specific matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Hours</b>	0.00	11.00	2.40	0.00	13.40	2,536.00	189.25
<b>Total Fees Claimed</b>						0.00	

**RATCLIFFE BUILDING & MAINTAINANCE LTD - IN ADMINISTRATION**

**Appendix C**

**Cumulative Time Analysis for the Period from 25 October 2019 to 6 October 2021**

**SIP 9 - Time & Cost Summary**

Period: 25/10/19..06/10/21

## Time Summary

Hours						Time Cost (£)	Average hourly rate (£)
Classification of work function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours		
Administration & planning	15.50	77.10	16.00	0.00	108.60	21,339.50	196.50
Investigations	8.50	0.00	1.00	0.00	9.50	2,180.00	229.47
Realisations of assets	7.00	7.00	0.00	0.00	14.00	3,080.00	220.00
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors	8.00	14.50	10.50	0.00	33.00	6,290.00	190.61
Case specific matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Hours</b>	<b>39.00</b>	<b>98.60</b>	<b>27.50</b>	<b>0.00</b>	<b>165.10</b>	<b>32,889.50</b>	<b>199.21</b>
<b>Total Fees Claimed</b>						<b>0.00</b>	

**RATCLIFFE BUILDING & MAINTAINANCE LTD - IN ADMINISTRATION**

**Appendix D**

**Final Outcome Statement as at 6 October 2021**

# **RATCLIFFE BUILDING & MAINTANANCE LTD – IN ADMINISTRATION**

	£000
<b>Assets</b>	
Plant and machinery	1,461
Furniture and equipment	1,141
Stock	239
Work in progress	Nil
Retentions	4,616
Cash at bank	9,098
Refund of college fees	180
	<b>16,735</b>
<b>Less: Costs of Administration</b>	
Administrator's fees	8,424
Administrator's disbursements	239
Agent's fees	4,000
Legal fees	2,050
Pension advice	680
Quantity surveyor fees	1,154
Insurance of assets	112
Other sundry costs	76
<b>Available to preferential creditors</b>	<b>Nil</b>
Preferential creditors	(32,004)
Deficit to preferential creditors	(32,004)
<b>Available to unsecured creditors</b>	<b>Nil</b>
Unsecured creditors	(1,283,289)
Deficit to unsecured creditors	(1,283,289)



## RATCLIFFE BUILDING & MAINTAINANCE LTD - IN ADMINISTRATION

### Appendix E

#### Additional Information in Relation to the Administrator's Fees, Expenses & the use of Subcontractors

##### Staff Allocation and the Use of Subcontractors

The general approach to resourcing our assignments is to allocate staff with the skills and experience to meet the specific requirements of the case.

The constitution of the case team will usually consist of a Partner, a Manager, and an Administrator or Assistant. The exact constitution of the case team will depend on the anticipated size and complexity of the assignment and the experience requirements of the assignment.

I have not utilised the services of any subcontractors in this case.

##### Professional Advisors

On this assignment I used the professional advisors listed below:

Name of Professional Advisor	Basis of Fee Arrangement
Walker Morris LLP (legal advice)	Hourly rate and expenses
Marsh UK Limited (insurance)	Fixed fee
Walker Singleton (valuation and disposal advice)	Hourly rate and expenses
Courts Trustees (pension advice)	Fixed fee
Cooper & Hall Limited (debt and retention collections)	Percentage of realisations (25%)

My 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 my fee arrangement with them. Costs paid to these professional advisors can be found in the section below on expenses and within the enclosed Receipts and Payments Account.

##### Administrator's Expenses

The estimate of expenses which were anticipated in the Administration was provided to creditors when the basis of my fees was approved. The table below compares the anticipated costs against those incurred.

##### Category 1 expenses

These expenses do not require prior approval by creditors:

Expense	Estimated overall cost £	Paid in Prior Period £	Paid in the period covered by this report £	Total costs incurred £
Agent's fees & expenses	3,500.00	Nil	4,000.00	4,000.00
Legal fees & expenses	5,000.00	Nil	2,050.00	2,050.00
Statutory advertising	85.00	84.50	Nil	84.50
Specific Penalty Bond	120.00	120.00	Nil	120.00
Insurance	Nil	112.00	Nil	112.00
Quantity surveyor's fees	21,500.00	Nil	1,154.10	1,154.10
Pension advice	Nil	680.00	Nil	680.00
Bank charges	Nil	56.30	20.35	76.65

## RATCLIFFE BUILDING & MAINTAINANCE LTD - IN ADMINISTRATION

### Category 2 expenses

Approval to pay these costs as an expense of the Administration was previously obtained from creditors:

Expense	Estimated overall cost £	Paid in Prior Period £	Paid in the period covered by this report £	Total costs incurred £
Business mileage	Nil	34.20	Nil	34.20

### Charge-Out Rates

XL Business Solutions Limited's current charge-out rates are detailed below. Please note this company records its time in minimum units of 6 minutes.

Grade	(Per hour) £
Partner / Director	240
Senior Manager	200
Manager	175
Experienced Senior	155
Senior	140
Administrator	105
Assistant	90