

# LIQ03

## Notice of progress report in voluntary winding up



Companies House

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27/05/2022

#61

COMPANIES HOUSE

### 1 Company details

Company number 0 7 5 7 4 0 2 4

Company name in full Alistair Bone Estate Agents Limited

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

### 2 Liquidator's name

Full forename(s) Julie

Surname Palmer

### 3 Liquidator's address

Building name/number Units 1-3 Hilltop Business Park

Street Devizes Road

Post town Salisbury

County/Region Wiltshire

Postcode S P 3 4 U F

Country

### 4 Liquidator's name

Full forename(s) Stephen

Surname Powell

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

### 5 Liquidator's address

Building name/number 5 Prospect House, Meridians Cross

Street Ocean Way

Post town Southampton

County/Region


Postcode S O 1 4 3 T J

Country

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

LIQ03

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<b>6</b>	<b>Period of progress report</b>											
From date	<sup>d</sup>	<sup>d</sup>	<sup>m</sup>	<sup>m</sup>	<sup>y</sup>	<sup>y</sup>	<sup>y</sup>	<sup>y</sup>				
	2	0	0	5	2	0	2	1				
To date	<sup>d</sup>	<sup>d</sup>	<sup>m</sup>	<sup>m</sup>	<sup>y</sup>	<sup>y</sup>	<sup>y</sup>	<sup>y</sup>				
	1	9	0	5	2	0	2	2				
<b>7</b>	<b>Progress report</b>											
<input type="checkbox"/> The progress report is attached												
<b>8</b>	<b>Sign and date</b>											
Liquidator's signature	Signature 											
Signature date	<sup>d</sup>	<sup>d</sup>	<sup>m</sup>	<sup>m</sup>	<sup>y</sup>	<sup>y</sup>	<sup>y</sup>	<sup>y</sup>				
	2	6	0	5	2	0	2	2				

LIQ03

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**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 **Peter Simkin**

Company name **Begbies Traynor (Central) LLP**

Address **Units 1-3 Hilltop Business Park  
Devizes Road**

Post town **Salisbury**

County/Region **Wiltshire**

Postcode **S P 3 4 U F**

Country

DX **salisbury@btguk.com**

Telephone **01722 435190**



**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)**

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## **Alistair Bone Estate Agents Limited (In Creditors' Voluntary Liquidation)**

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Progress report

Period: 20 May 2021 to 19 May 2022

### **Important Notice**

This progress report has been produced solely to comply with our statutory duty to report to creditors and members of the Company on the progress of the liquidation. 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 and members for any purpose other than this report to them, or by any other person for any purpose whatsoever.

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## 1. INTERPRETATION

<u>Expression</u>	<u>Meaning</u>
"the Company"	Alistair Bone Estate Agents Limited (In Creditors' Voluntary Liquidation)
"the liquidation"	The appointment of liquidators on 20 May 2019.
"the liquidators", "we", "our" and "us"	Julie Anne Palmer of Begbies Traynor (Central) LLP, Units 1-3 Hilltop Business Park, Devizes Road, Salisbury, Wiltshire, SP3 4UF and Stephen Mark Powell of Begbies Traynor (Central) LLP, 5 Prospect House, Meridians Cross, Ocean Way, Southampton, SO14 3TJ
"the Act"	The Insolvency Act 1986 (as amended)
"the Rules"	The Insolvency (England and Wales) Rules 2016
"secured creditor" and "unsecured creditor"	Secured creditor, in relation to a company, means a creditor of the company who holds in respect of his debt a security over property of the company, and "unsecured creditor" is to be read accordingly (Section 248(1)(a) of the Act)
"security"	(i) In relation to England and Wales, any mortgage, charge, lien or other security (Section 248(1)(b)(i) of the Act); and  (ii) In relation to Scotland, any security (whether heritable or moveable), any floating charge and any right of lien or preference and any right of retention (other than a right of compensation or set off) (Section 248(1)(b)(ii) of the Act)
"preferential creditor"	Any creditor of the Company whose claim is preferential within Sections 386, 387 and Schedule 6 to the Act

## 2. COMPANY INFORMATION

Company registered number:	07574024
Company registered office:	Office 2, Broomhall Business Centre, Broomhall Lane, Worcester, WR5 2NT
Former trading address:	10a Old Cheltenham Road, Longlevens, Gloucester, GL2 0AW

## 3. DETAILS OF APPOINTMENT OF LIQUIDATORS

Date winding up commenced:	20 May 2019
Date of liquidators' appointment:	20 May 2019
Changes in liquidator (if any):	Stephen Mark Powell replaced Brett Barton as joint liquidator on 11 December 2019

## 4. PROGRESS DURING THE PERIOD

### Receipts and Payments

Attached at Appendix 1 is our abstract of receipts and payments for the period from 20 May 2021 to 19 May 2022.

#### Receipts

There were no receipts during the reporting period as all assets were realised in a prior reporting period.

#### Payments

During the period, the sum of £2,500.00 has been paid to Begbies Traynor on account of the joint liquidators' remuneration and the sum of £24.85 has been paid to us in respect of the joint liquidators' expenses. Further details of these payments are contained in section 6 below.

**What work has been done in the period of this report, why was that work necessary and what has been the financial benefit (if any) to creditors?**

Details of the types of work that generally fall into the headings mentioned below are available on our firm's website - <http://www.begbies-traynorgroup.com/work-details> Under the following headings we have explained the specific work that has been undertaken on this case. Not every piece of work has been described, but we have sought to give a proportionate overview which provides sufficient detail to allow creditors to understand what has been done, why it was necessary and what financial benefit (if any) the work has provided to creditors.

The costs incurred in relation to each heading are set out in the Time Costs Analysis which is attached at Appendix 2. There is an analysis for the period of the report and also an analysis of time spent on the case since the date of our appointment.

The details below relate to the work undertaken in the period of this report only. Our previous reports contain details of the work undertaken since our appointment.

#### General case administration and planning

Time recorded under this category has included:

- Filing.
- Dealing with general calls, routine correspondence and emails and ad-hoc correspondence from various parties
- Maintaining physical case files and electronic records and updating checklists
- General cashiering
- Case planning, monitoring and updating case strategy
- Regular case reviews.

The majority of the above work derived no financial benefit for creditors. However, as the Insolvency Profession is a highly regulated industry, we are required to maintain records to demonstrate how the case was administered and to document the reasons for any decisions that materially affect the case.

#### Compliance with the Insolvency Act, Rules and best practice

The time recorded under this category includes:

- Conducting bond reviews.
- Maintaining the liquidators' bank account.
- Preparing all statutory reports and returns.
- Undertaking periodic reviews to ensure statutory compliance.

Insolvency practitioners and their staff are required to comply with the provisions of the Insolvency Act and Rules, together with guidance for best practice. As above, the majority of this work derived no financial benefit for creditors, but is a requirement nonetheless.

#### Realisation of assets

No further time has been recorded under this heading during the period.

#### Dealing with all creditors' claims (including employees), correspondence and distributions

No time has been incurred under this heading during the period.

#### Other matters which includes seeking decisions from creditors (via Deemed Consent Procedure and/or Decision Procedures, tax, litigation, pensions and travel

Time recorded under this category included:

- Corresponding with HMRC in relation to post liquidation corporation tax matters.

This work has no direct financial benefit to creditors but is a requirement in order to comply with our duties.

## 5. ESTIMATED OUTCOME FOR CREDITORS

Details of the sums owed to each class of the Company's creditors were provided in the director's statement of affairs. On the basis of realisations to date we estimate an outcome for each class of the Company's creditors as follows:

#### **Secured creditor**

As previously reported, the motor vehicle subject to finance with Henry Howard Finance Plc, was sold to the purchaser of the company's assets who adopted the finance agreement.

There are no other known secured creditors.

#### **Preferential creditors**

There are no known preferential claims.

#### **Secondary preferential creditors**

There are no secondary preferential creditors in this matter.



### **Prescribed Part for unsecured creditors pursuant to Section 176A of the Act**

To the best of our knowledge and belief, there are no unsatisfied floating charges created or registered on or after 15 September 2003 and, consequently, there is no net property as defined in Section 176A(6) of the Act and, therefore, no prescribed part of net property is available for distribution to the unsecured creditors.

### **Unsecured creditors**

No dividend is available for unsecured creditors because the funds realised have already been used or allocated for defraying the expenses of the liquidation.

## **6. REMUNERATION & EXPENSES**

### **Remuneration**

Our remuneration has been fixed by a decision of the creditors on 4 July 2019 obtained via a Decision Procedure by way of correspondence by reference to the time properly given by us (as liquidators) and the various grades of our staff calculated at the prevailing hourly charge out rates of Begbies Traynor (Central) LLP in attending to matters arising in the winding up as set out in the fees estimate dated 14 June 2019 in the sum of £14,525.26.

We are also authorised to draw expenses for services provided by our firm and/or entities within the Begbies Traynor group, in accordance with our firm's policy, which is attached at Appendix 2 of this report.

Our time costs for the period from 20 May 2021 to 19 May 2022 amount to £3,277.50 which represents 10.7 hours at an average rate of £306.31 per hour.

The following further information in relation to our time costs and expenses is set out at Appendix 2:

- ☐ Time Costs Analysis for the period 20 May 2021 to 19 May 2022
- ☐ Begbies Traynor (Central) LLP's charging policy

To 19 May 2022, we have drawn the total sum of £6,000 on account of our remuneration, against total time costs of £29,252.00 incurred since the date of our appointment.

### **Time Costs Analysis**

The Time Costs Analysis for the period of this report attached at Appendix 2 shows the time spent by each grade of staff on the different types of work involved in the case and gives the total costs and average hourly rate charged for each work type. An additional analysis is also attached which details the time costs for the entire period for which we have administered the liquidation. Please note that each analysis provides details of the work undertaken by us and our staff following our appointment only.

As can be seen from the information above, and as stated in our last progress report, we have exceeded the limit of our approved remuneration. For the avoidance of any doubt, we have not drawn any remuneration in excess of the level approved. The reasons why the approved level of remuneration has been exceeded were explained in our previous report.

We do not however propose seeking creditor approval to an increased fee estimate due to the fact that there are insufficient funds in the estate to draw all of our time costs up to the level currently approved of £14,525.26, let alone the time costs over and above this sum.

### **Expenses**

To 19 May 2021, we have also drawn expenses in the sum of £248.53.

## Category 2 Expenses

No further Category 2 expenses have been incurred or charged to the case in the current reporting period. We can however advise that in accordance with the resolution obtained in relation to expenses, the following Category 2 expenses have been charged to the case since the date of our appointment.

Other amounts paid or payable to the office holder's firm	
Type and purpose	Amount £
Mileage – travel to client, 26 miles at 45p per mile	11.70
Mileage – travel to client, 53 miles at 45p per mile	23.85
TOTAL	35.55

A copy of 'A Creditors' Guide to Liquidators Fees (E&W) 2021' which provides guidance on creditors' rights on how to approve and monitor a Liquidator's remuneration and on how the remuneration is set can be obtained online at [www.begbies-traynor.com/creditorsguides](http://www.begbies-traynor.com/creditorsguides). Alternatively, if you require a hard copy of the Guide, please contact our office and we will arrange to send you a copy.

## 7. LIQUIDATORS' EXPENSES

A statement of the expenses incurred during the period of this progress report is attached at Appendix 3. A cumulative statement showing the total expenses incurred since the date of our appointment also appears at Appendix 3.

### Expenses actually incurred compared to those that were anticipated

Creditors will recall that we originally estimated that the expenses of the liquidation would total £328.00, however subsequently we advised that additional expenses would be incurred as a result of having to instruct solicitors to recover sums due from the purchaser of the assets. Those additional legal costs amounted to £819.00.

We do not expect any further additional expenses to be incurred if matters progress to conclusion as envisaged.

## 8. ASSETS THAT REMAIN TO BE REALISED AND WORK THAT REMAINS TO BE DONE

**What work remains to be done, why is this necessary and what financial benefit (if any) will it provide to creditors?**

The work that remains to be carried out is mainly to finalise the vat matters, conclude our administrative and statutory duties and then to issue our final report in order to close the case. The remaining work will likely consist of the following:

### General case administration and planning

Work to be recorded under this category will include:

- Filing.
- Dealing with various ad hoc queries and calls/emails/correspondence with various parties

- Maintaining physical case files and electronic records.
- Monitoring case planning and conducting case reviews.

The majority of the above work will derive no financial benefit for creditors. However, is required in view of the fact that the Insolvency Profession is a highly regulated industry and we are required to maintain records to demonstrate how the case was administered and to document the reasons for any decisions that materially affect the case.

#### Compliance with the Insolvency Act, Rules and best practice

Work to be recorded under this category includes:

- Conducting bond reviews.
- Maintaining the liquidators' bank account.
- Preparing all statutory reports and returns to creditors and Companies House
- Undertaking periodic reviews to ensure statutory compliance.

The majority of the above work derives no financial benefit for creditors, but again is required to comply with our obligations and statutory duties. All of the work in this category is required under the Insolvency Act and Rules.

#### Investigations

It is not anticipated that any further work will be carried out under this heading as all our investigations have been completed.

#### Realisation of assets

No further work is to be carried under this heading.

#### Dealing with all creditors' claims (including employees), correspondence and distributions

Work to be recorded under this category may include:

- Dealing with creditor correspondence, emails and telephone conversations.
- Maintaining up to date creditor information and amending claims.

Best practice means that we should respond to creditor queries in a timely manner. This work will only have a financial benefit for creditors in the event there are sufficient funds to enable payment of a dividend to creditors.

#### Other matters which includes seeking decisions from creditors (via Deemed Consent Procedure and/or Decision Procedure, tax, litigation, pensions and travel

Work to be recorded under this category includes:

- Resolving post-liquidation vat position, corresponding with HMRC in relation to VAT deregistration and submitting the relevant VAT returns to HMRC.
- Corresponding with HMRC in relation to post-liquidation CT matters and returns.

This work has no direct financial benefit to creditors but is a requirement in order to comply with our duties.

#### **How much will this further work cost?**

The 'further work' detailed above is necessary in order that I may complete the liquidation as envisaged. The cost of completing this work is estimated to cost in the region of £500. However, as mentioned above, our time costs have already exceeded the original estimate, but due to the limited funds, we will not be able to recover all time costs to the level approved, let alone the additional time costs incurred. There will therefore be no additional cost for this remaining work and our outstanding time costs will be written off.

#### **Expenses**

Details of the expenses that we expect to incur in connection with the work that remains to be done referred to above are as set out in the estimate of anticipated expenses sent to creditors on 14 June 2019 which included all of the expenses that we anticipate that we will incur throughout the liquidation, other than the additional legal expenses incurred as mentioned earlier in this report.

#### **What is the anticipated payment for administering the case in full?**

We estimated that the cost of administering the case would be in the region of £14,525, and subsequently creditors have provided approval for us to draw our remuneration up to that level. However, as mentioned elsewhere in this report and our previous reports, due to the fact that there are limited assets, the remuneration that we can draw is limited to the amount that is realised for the assets, (less any costs incurred in realising those assets). At this stage in the liquidation, I can estimate that total remuneration drawn will be in the region of £6,400.00.

However, please note that should there be any additional or unexpected asset realisations before we close the liquidation, we will look to draw our remuneration from those too, capped at the level that creditors have currently approved.

## **9. OTHER RELEVANT INFORMATION**

#### **Connected party transactions**

As advised in previous reports, the company's assets were purchased by a connected company of which the director, Mr Alistair Bone, was also a director. The relevant disclosure in accordance with Statement of Insolvency Practice 13, was included in our first progress report and creditors should refer to that for details.

#### **Use of personal information**

Please note that in the course of discharging our statutory duties as liquidators, we may need to access and use personal data, being information from which a living person can be identified. Where this is necessary, we are required to comply with data protection legislation. If you are an individual and you would like further information about your rights in relation to our use of your personal data, you can access the same at <https://www.begbies-traynorgroup.com/privacy-notice>. If you require a hard copy of the information, please do not hesitate to contact us.

## **10. CREDITORS' RIGHTS**

#### **Right to request further information**

Pursuant to Rule 18.9 of the Rules, 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, including that creditor, (or an unsecured creditor with less than 5% in value of the unsecured creditors, but with the permission of the court)

may request in writing that we provide further information about our remuneration or expenses which have been incurred during the period of this progress report.

**Right to make an application to court**

Pursuant to Rule 18.34 of the Rules, any secured creditor or any unsecured creditor with the concurrence of at least 10% in value of the unsecured creditors including that creditor, (or any unsecured creditors with less than 10% in value of the unsecured creditors, but with the permission of the court) may, within 8 weeks of receipt of this progress report, make an application to court on the grounds that the remuneration charged or the expenses incurred during the period of this progress report are excessive or, the basis fixed for our remuneration is inappropriate.

## 11. CONCLUSION

We will report again in approximately twelve months' time or at the conclusion of the liquidation, whichever is the sooner.



**Julie Palmer**  
Joint Liquidator

Dated: 26 May 2022

# ACCOUNT OF RECEIPTS AND PAYMENTS

Period: 20 May 2021 to 19 May 2022

Statement of Affairs		From 20/05/2021 To 19/05/2022	From 20/05/2019 To 19/05/2022
£		£	£
	HIRE PURCHASE		
5,000.00	Motor Vehicle	NIL	4,000.00
-1,200.00	Henry Howard Finance Plc	NIL	NIL
		NIL	4,000.00
	ASSET REALISATIONS		
123.00	Cash at Bank	NIL	NIL
NIL	Leasehold Improvements	NIL	NIL
NIL	Office Equipment	NIL	1,000.00
	Goodwill	NIL	1.00
Uncertain	Work in Progress	NIL	7,499.00
		NIL	8,500.00
	COST OF REALISATIONS		
	Statement of Affairs Fee	NIL	5,000.00
	Liquidators' Fees	2,500.00	6,000.00
	Liquidators' Expenses	24.85	248.53
	Legal Fees	NIL	819.00
		(2,524.85)	(12,067.53)
	UNSECURED CREDITORS		
-30,000.00	HMRC (PAYE)	NIL	NIL
-67,362.00	HMRC (VAT)	NIL	NIL
-16,000.00	Trade Creditors	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
-101.00	Ordinary Shareholders	NIL	NIL
		NIL	NIL
<b>-109,540.00</b>		<b>(2,524.85)</b>	<b>432.47</b>
	REPRESENTED BY		
	Bank 1 Current		18.96
	Vat Payable		(2,000.00)
	Vat Receivable		2,413.51
			<b>432.47</b>

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## **COSTS AND EXPENSES**

- a. Begbies Traynor (Central) LLP's charging policy;
- b. Time Costs Analysis for the period from 20 May 2020 to 19 May 2021; and
- c. Cumulative Time Costs Analysis for the period from 20 May 2019 to 19 May 2021.

## **BEGBIES TRAYNOR CHARGING POLICY**

### **INTRODUCTION**

This policy applies where a licensed insolvency practitioner in the firm is acting as an office holder of an insolvent estate and seeks creditor approval to draw remuneration on the basis of the time properly spent in dealing with the case. It also applies where further information is to be provided to creditors regarding the office holder's fees following the creditors' decision being made for the office holder to be remunerated on a time cost basis. Best practice guidance\* requires that such information should be disclosed to those who are responsible for approving the basis of an office holder's remuneration. Within our fee estimate creditors can see how we propose to be remunerated.

In addition, this policy applies where creditor approval is sought to make a separate charge by way of expenses or disbursements to recover the cost of facilities provided by the firm. It also applies where payments are to be made to parties other than the firm, but in relation to which the office holder, the firm or any associate has an interest. Best practice guidance\* indicates that such charges should be disclosed to those who are responsible for approving the basis of the office holder's remuneration, together with an explanation of how those charges are calculated.

### **OFFICE HOLDER'S FEES IN RESPECT OF THE ADMINISTRATION OF INSOLVENT ESTATES**

The office holder has overall responsibility for the administration of the estate. He/she will delegate tasks to members of their staff. Such delegation assists the office holder as it allows him/her to deal with the more complex aspects of the case and ensures that work is being carried out at the appropriate level. There are various levels of staff that are employed by the office holder, and these appear below.

The firm operates a time recording system which allows staff working on the case along with the office holder to allocate their time to the case. The time is recorded in 6 minute units at the individual's hourly rate in force at that time which is detailed below.

### **EXPENSES INCURRED BY OFFICE HOLDERS IN RESPECT OF THE ADMINISTRATION OF INSOLVENT ESTATES**

Expenses are payments from the estate which are neither an office holder's remuneration nor a distribution to a creditor or a member. Expenses also include disbursements, which are expenses that are initially paid by the office holder's own firm, but which are subsequently reimbursed from the estate when funds are available.

Best practice guidance classifies expenses into two broad categories:

- ☐ *Category 1 expenses (approval not required)* - Specific expenditure that is directly related to the case and referable to an independent external supplier's invoice. All such items are charged to the case as they are incurred.
- ☐ *Category 2 expenses (approval required)* - Items of expenditure that are directly related to the case and either:
  - (i) include an element of shared or allocated cost and are based on a reasonable method of calculation, but which are not payable to an independent third party; or
  - (ii) are items of expenditure which are payable to an associate of the office holder and/or their firm.

#### **Shared or allocated costs (pursuant to (i) above)**

The following expenses include an element of shared or allocated cost and are charged to the case (subject to approval).

- ☐ Internal meeting room usage for the purpose of physical meetings of creditors is charged at the rate of £100 (London £150) per meeting;
- ☐ Car mileage which is charged at the rate of 45 pence per mile

#### **Payments anticipated to be made to associates (pursuant to (ii) above)**

#### **Services provided by other entities within the Begbies Traynor group**

The following expenses which relate to services provided by entities within the Begbies Traynor group, of which the office holder's firm is a member, are also to be charged to the case (subject to approval):

Eddisons Commercial Ltd may be instructed to provide further valuation services and to dispose of any future assets. They charge £750 plus disbursements plus VAT for completing the valuation report. They also charged 10% of realisations plus disbursements plus VAT for disposing the Company's assets.

In addition to the services detailed above, it may become necessary to instruct Eddisons Commercial Limited to provide additional services, not currently anticipated, during the course of the case. In such circumstances and to avoid the costs associated with seeking further approval, the charges for such services will be calculated on a time costs basis at the prevailing hourly rates for their various grades of staff which are currently as follows:



**Grade of staff                      Charge-out rate (£ per hour)**

Director	£275
Associate	£180
Surveyor	£120
Graduate	£100
Administration	£80
Porters	£35

Instruction of Eddisons Insurance Services Limited ("EIS") to provide insurance broking services and specifically open cover insurance for the insurable risks relating to the case. The cost of open cover insurance will vary during the course of the case depending upon the value of the assets and liability risks. The costs of insurance cover for subsequent quarter periods will be dependent upon prevailing insurance market conditions and the ongoing insurable risks on the case. Where relevant, administration fees may be charged. These costs are taken into consideration and included within the forecasted cost of insurance, above.

In accordance with standard insurance industry practice, EIS will receive payment of commission for the services it provides from the insurer. The commission is calculated as a percentage of the insurance premiums payable and such percentage will depend upon the class or classes of assets being insured.

EIS will invoice the insolvent estate for the premium(s) due on the insurer's behalf and receive payment from the estate. EIS will in turn, account to the insurer for the premium(s) payable after deducting any commission payable by the insurer.

Where EIS have initially been consulted on a policy, but the policy has not been taken out, EIS will charge an administration fee of £150.

**Additional payments received by Eddisons Commercial Limited from purchasers where assets are disposed of by way of auction**

In addition to the charges of Eddisons Commercial Limited detailed above for providing the services to the office holder, where any machinery and business assets (other than freehold/leasehold property) are disposed of by way of auction, Eddisons Commercial Limited will also receive a payment from the purchaser, known as a buyer's premium, equivalent to 15% of the successful bid. Where any freehold/leasehold property is disposed of by way of auction, Eddisons Commercial Limited will also receive a payment from the purchaser, known as a buyer's administration fee, in the sum of £600. It is standard auction industry practice for a buyer's premium and buyer's administration fee to be charged. The buyer's premium and buyer's administration fee is paid by the purchaser of the assets and is not paid by the office holder from the assets of the estate.

**General Office Overheads**

The following items of expenditure will normally be treated as general office overheads and will not be charged to the case although a charge may be made where the precise cost to the case can be determined because the item satisfies the test of a *Category 1 expense*:

- ☐ Telephone and facsimile
- ☐ Printing and photocopying
- ☐ Stationery

**BEGBIES TRAYNOR CHARGE-OUT RATES**

Begbies Traynor is a national firm. The rates charged by the various grades of staff that may work on a case are set nationally, but vary to suit local market conditions. The rates applying to the Salisbury office as at the date of this report are as follows:

<b>Grade of staff</b>	<b>Charge-out rate (£ per hour) 1 January 2022 until further notice</b>
Partner	545
Director	490
Senior Manager	435
Manager	380
Assistant Manager	275
Senior Administrator	240
Administrator	195
Junior Administrator	155
Cashier	155
Secretarial	155

Prior to 31 December 2021, the following rates applied:

<b>Grade of staff</b>	<b>Charge-out rate (£ per hour)</b>
Partner	495
Director	445
Senior Manager	395
Manager	345
Assistant Manager	250
Senior Administrator	225
Administrator	175
Junior Administrator	140
Cashier	140
Secretarial	140

Time spent by support staff such as secretarial, administrative and cashiering staff is charged directly to cases. It is not carried as an overhead.

As detailed above, time is recorded in 6 minute units.

## STATEMENT OF EXPENSES

Type of expense	Name of party with whom expense incurred	Amount incurred £	Amount discharged £	Balance (to be discharged) £
Expenses incurred with entities not within the Begbies Traynor Group				
Storage	Restore	3.02	0.50	2.52
Expenses incurred with entities within the Begbies Traynor Group ( <i>for further details see Begbies Traynor Charging Policy</i> )				
-	-	-	-	-

## CUMULATIVE STATEMENT OF EXPENSES

Type of expense	Name of party with whom expense incurred	Amount incurred £
Statutory Advertising	Courts Advertising	158.50
Statutory Bonding	Marsh Ltd	50.00
Storage	Restore	7.00
Legal Fees	Kilcradin Solicitors	819.00
Staff Mileage	Begbies Traynor	35.55

SIP9 Alistair Bone Estate Agents Limited - Creditors Voluntary Liquidation - 25AL6791CvL : Time Costs Analysis From 20/05/2021 To 19/05/2022

Staff Grade		Consultant/Partner	Director	Senr Mngr	Mngr	Asst Mngr	Senr Admin	Admin	Jnr Admin	Support	Total Hours	Time Cost £	Average hourly rate £
General Case Administration and Planning	Case planning			1.5							1.5	592.50	395.00
	Administration			1.8				2.0			3.8	1,018.00	262.78
	Total for General Case Administration and Planning:			3.1				2.0			5.1	1,610.50	315.78
Compliance with the Insolvency Act, Rules and best practice	Appointment												0.00
	Banking and Bonding			0.3				0.7		1.6	2.6	474.00	182.31
	Case Closure												0.00
	Statutory reporting and statement of affairs			2.7							2.7	1,070.50	396.48
	Total for Compliance with the Insolvency Act, Rules and best practice:			3.0				0.7		1.6	5.3	1,544.50	291.42
Investigations	CDDA and Investigations												0.00
	Total for Investigations:												0.00
Realisation of assets	Debt collection												0.00
	Property, business and asset sales												0.00
	Retention of Title/Third party assets												0.00
	Total for Realisation of assets:												0.00
Trading	Trading												0.00
	Total for Trading:												0.00
Dealing with all creditors claims (including employees), correspondence and distributions	Secured												0.00
	Others												0.00
	Creditors committee												0.00
	Total for Dealing with all creditors claims (including employees), correspondence and distributions:												0.00
	Other matters which includes meetings, tax, litigation, pensions and travel												0.00
Other matters which includes meetings, tax, litigation, pensions and travel	Banking decisions of creditors												0.00
	Meetings												0.00
	Other												0.00
	Tax			0.3							0.3	122.50	406.33
	Litigation												0.00
	Total for Other matters:			0.3							0.3	122.50	406.33
	Total hours by staff grade:			6.4				2.7		1.6	10.7		
	Total time cost by staff grade £:			2,548.00				496.50		233.00		3,277.50	
	Average hourly rate £:	0.00	0.00	398.13	0.00	0.00	0.00	183.89	0.00	145.63			308.31
	Total fees drawn to date £:											6,000.00	

**SIP9 Alistair Bone Estate Agents Limited - Creditors Voluntary Liquidation - 25AL679/CVL : Time Costs Analysis From 20/05/2019 To 19/05/2022**

Staff Grade		Consultant/Partner	Director	Sr Mgr	Mgr	Asst Mgr	Sr Admin	Admin	Jr Admin	Support	Total Hours	Time Cost £	Average hourly rate £
General Case Administration and Planning	Case planning	1.4		1.6							3.0	1,325.00	441.67
	Administration	0.4		4.7	2.3		11.6	3.2			22.2	6,054.00	272.70
	Total for General Case Administration and Planning:	1.8		6.3	2.3		11.6	3.2			25.2	7,379.00	292.82
Compliance with the Insolvency Act, Rules and best practice	Appointment	0.6									0.6	297.00	495.00
	Banking and Bonding			3.0	0.6		0.2	2.4		8.1	14.3	3,000.00	209.79
	Case Closure												0.00
	Statutory reporting and statement of affairs			9.2			2.6				12.1	4,260.50	354.59
	Total for Compliance with the Insolvency Act, Rules and best practice:	0.6		12.2	0.6		3.1	2.4		8.1	27.0	7,587.50	281.02
Investigations	CDDA and Investigations	0.9		0.9	2.6		5.2				9.6	2,868.00	298.75
	Total for Investigations:	0.9		0.9	2.6		5.2				9.6	2,868.00	298.75
Realisation of assets	Debt collection												0.00
	Property, business and asset sales	10.0	1.7	2.0	2.3						16.0	7,280.00	455.63
	Retention of Title/Third party assets						0.2				0.2	45.00	225.00
	Total for Realisation of assets:	10.0	1.7	2.0	2.3		0.2				16.2	7,335.00	452.78
Trading	Trading												0.00
	Total for Trading:												0.00
Dealing with all creditors claims (including employees), correspondence and distributions	Secured												0.00
	Others	0.8			1.0		2.3				4.1	1,258.50	306.95
	Creditors committee												0.00
	Total for Dealing with all creditors claims (including employees), correspondence and distributions:	0.8			1.0		2.3				4.1	1,258.50	306.95
Other matters which includes meetings, tax, litigation, pensions and travel	Seeking decisions of creditors												0.00
	Meetings												0.00
	Other		1.0				0.9				1.9	647.50	340.79
	Tax			5.5							5.5	2,176.50	395.73
	Litigation												0.00
	Total for Other matters:		1.0	5.5			0.9				7.4	2,824.00	381.62
	Total hours by staff grade:	14.1	2.7	26.9	8.8		23.3	5.8		8.1	89.5		
	Total time cost by staff grade £:	8,979.50	1,201.50	10,645.50	3,036.00		5,242.50	1,004.00		1,143.00		29,252.00	
	Average hourly rate £:	495.00	445.00	395.74	345.00	0.00	225.00	178.29	0.00	141.11			326.84
	Total fees drawn to date £:											6,000.00	