

# LIQ03

## Notice of progress report in voluntary winding up



Companies House

For further information, please  
refer to our guidance at  
[www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)

### 1 Company details

Company number 0 8 4 4 8 3 6 1

Company name in full Den Automation Ltd

#### → Filling in this form

Please complete in typescript or in  
bold black capitals.

### 2 Liquidator's name

Full forename(s) Ian Michael

Surname Rose

### 3 Liquidator's address

Building name/number Cartergate House

Street 26 Chantry Lane

Post town Grimsby

County/Region North East Lincolnshire

Postcode D N 3 1 2 L J

Country

### 4 Liquidator's name ①

Full forename(s) Matthew

Surname Dix

#### ① Other liquidator

Use this section to tell us about  
another liquidator.

### 5 Liquidator's address ②

Building name/number Cartergate House

Street 26 Chantry Lane

Post town Grimsby

County/Region North East Lincolnshire

Postcode D N 3 1 2 L J

Country

#### ② Other liquidator


Use this section to tell us about  
another liquidator.

# LIQ03

## Notice of progress report in voluntary winding up

<b>6</b>	<b>Period of progress report</b>															
From date	<sup>d</sup> 0	<sup>d</sup> 9	<sup>m</sup> 1	<sup>m</sup> 2	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 2	<sup>y</sup> 0								
To date	<sup>d</sup> 0	<sup>d</sup> 8	<sup>m</sup> 1	<sup>m</sup> 2	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 2	<sup>y</sup> 1								

<b>7</b>	<b>Progress report</b>															
<input checked="" type="checkbox"/> The progress report is attached																

<b>8</b>	<b>Sign and date</b>															
Liquidator's signature	<div>Signature</div> <div>  </div>															
Signature date	<sup>d</sup> 0	<sup>d</sup> 8	<sup>m</sup> 1	<sup>m</sup> 2	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 2	<sup>y</sup> 1								

# 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 **Sasha Williams**

Company name **Wilkin Chapman Business**

**Solutions Limited**

Address **Cartergate House**

**26 Chantry Lane**

Post town **Grimsby**

County/Region **North East Lincolnshire**

Postcode **D N 3 1 2 L J**

Country

DX

Telephone **01472 246666**



### 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)**

**Den Automation Ltd**  
**(In Liquidation)**  
**Joint Liquidators' Summary of Receipts & Payments**

Statement of Affairs £		From 09/12/2020 To 08/12/2021 £	From 09/12/2019 To 08/12/2021 £
	<b>ASSET REALISATIONS</b>		
3,250.00	Computer & Office Equipment	NIL	5,000.00
	IPR / Goodwill	NIL	1.00
535.00	Office Furniture & Fittings	NIL	1,000.00
Uncertain	Patents & Licences (Intangible Assets)	NIL	13,999.00
1,150.00	R&D Computers & Equipment	NIL	5,000.00
Uncertain	Tax Refunds	NIL	NIL
Uncertain	Tooling	NIL	NIL
		NIL	25,000.00
	<b>OTHER REALISATIONS</b>		
	Bank interest, gross	0.02	27.93
Uncertain	Other Debtors	NIL	NIL
	Sundry refunds	98.27	98.27
		98.29	126.20
	<b>COST OF REALISATIONS</b>		
	Agents'/Valuers' fees	NIL	3,500.00
	Liquidator's fees	NIL	16,200.00
	Preparation of Statement of affairs	NIL	5,000.00
	Specific bond	NIL	100.00
	Statutory advertising	NIL	155.50
		NIL	(24,955.50)
	<b>PREFERENTIAL CREDITORS</b>		
(65,825.43)	Employee Claims (Arrears of Pay)	NIL	NIL
		NIL	NIL
	<b>UNSECURED CREDITORS</b>		
(130,000.00)	Associated Creditors	NIL	NIL
(24,000.00)	Barclays Bank Plc (Overdraft)	NIL	NIL
(25,000.00)	Director's Loan Account (Y Khattak)	NIL	NIL
(27,065.02)	Employee Claims (Redundancy & Noti	NIL	NIL
(250,744.58)	Employee Claims (Unsecured Arrears)	NIL	NIL
(157,000.00)	HM Revenue & Customs	NIL	NIL
(357,040.00)	Trade & Expense Creditors	NIL	NIL
		NIL	NIL
	<b>DISTRIBUTIONS</b>		
(3.00)	Ordinary Shareholders	NIL	NIL
(5,084,444.00)	Share Premium	NIL	NIL
		NIL	NIL
<b>(6,116,187.03)</b>		<b>98.29</b>	<b>170.70</b>
	<b>REPRESENTED BY</b>		
	Estate Account		170.70
			<b>170.70</b>

Den Automation Ltd  
(In Liquidation)  
Supplementary Information

Registered Office / Home Address  
C/o Wilkin Chapman Business Solutions Ltd 1st Floor  
Consort House  
Waterdale  
Doncaster  
DN1 3HR

Registered Number  
08448361

Appointment Details  
First Partner - Ian Michael Rose  
Cartergate House, 26 Chantry Lane, Grimsby, North East Lincolnshire, DN31 2LJ  
Appointment Date - 09/12/2019

Second Partner - Matthew Dix  
Cartergate House, 26 Chantry Lane, Grimsby, North East Lincolnshire, DN31 2LJ  
Appointment Date - 19/03/2021

Changes to Office Holders  
Karen Tracy Potts ceased on 19/03/2021

Additional Information

Dividends / Distributions / Consigned Funds : E = Equalising

Dividend Type	Date	Admitted	Number	Paid	p in £
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No Dividends Paid

Unrealisable Assets

Tax Refunds  
Other Debtors

Details of Basis of Remuneration

Time Costs

Statement of Remuneration / Expenses  
For period 09/12/2020 to 08/12/2021

Account	Incurring In Period	Accrued In Period For Last Period	Accrued In Period	Total In Period
	0.00	0.00	0.00	0.00

Statement on Fee / Expenses Estimates

## **ANNUAL PROGRESS REPORT**

DEN AUTOMATION LTD (IN LIQUIDATION)

## **Content**

- Executive Summary
- Administration and Planning
- Enquiries and Investigations
- Realisation of Assets
- Creditors
- Ethics
- Fees and Expenses
- Creditors' Rights
- Conclusion

## **Appendices**

- Appendix 1- Statutory Information
- Appendix 2– Receipts and Payments Account and trading account for the period 9 December 2020 to 8 December 2021
- Appendix 3 - Detailed list of work undertaken in the period
- Appendix 4 - Time Cost information for period 9 December 2020 to 8 December 2021 & cumulative for full period
- Appendix 5 - Time Costs summary for period, cumulative & comparison with estimate
- Appendix 6 - Expenses Summary for period, cumulative & comparison with estimate
- Appendix 7 – Full Charge Out and Expenses Summary

## EXECUTIVE SUMMARY

This is the Joint Liquidators second annual report in relation to this matter, and it covers the reporting period from 9 December 2020 to 8 December 2021. This report should be read in conjunction with the Joint Liquidators' previous correspondence to Creditors, and previous progress report which covered the period from 9 December 2019 to 8 December 2020.

A summary of key information in this report is detailed below.

### Assets

Asset	Estimated to realise per Statement of Affairs £	Realisations to date £	Anticipated future realisations £	Total anticipated realisations £
Tooling	Uncertain	0.00		
R&D Computers & Equipment	1,150.00	5,000.00	0.00	5,000.00
Office Furniture & Fittings	535.00	1,000.00	0.00	1,000.00
Computer & Office Equipment	3,250.00	5,000.00	0.00	5,000.00
Patents & Licenses (Intangible assets)	Uncertain	13,999.00	0.00	13,999.00
IPR/Goodwill	N/A	1.00	0.00	1.00
Tax Refunds	Uncertain	0.00	0.00	0.00
Other Debtors	Uncertain	0.00	0.00	0.00
Sundry Refunds	N/A	98.27	0.00	98.27

### Expenses

Expense	Amount per fees and expenses estimates £	Expense incurred to date £	Anticipated further expense to closure £	Total anticipated expense £
Joint Liquidator's fees	25,000.00	45,756.25	Uncertain	Uncertain
Bonding	100.00	100.00	0.00	100.00
Agents' fees – Metis Partners	3,500.00	3,500.00	0.00	3,500.00
Agents' fees – John Pye & Sons	100.00	100.00	0.00	100.00
AML Company Searches	2.80	2.80	0.00	2.80
Postage	150.40	218.29	Uncertain	Uncertain
All other expenses	213.60	337.45	Uncertain	Uncertain

### Closure

Based on current information, it is anticipated that the liquidation will be concluded within the next 6 months.



## **ADMINISTRATION AND PLANNING**

### **Statutory information**

Statutory information may be found at Appendix 1.

The Joint Liquidators are required to meet a considerable number of statutory and regulatory obligations. Whilst many of these tasks do not have a direct benefit in enhancing realisations for the insolvent estate, they assist in the efficient and compliant progressing of the administration of the case, which ensures that work is carried out to high professional standards. A detailed list of these tasks may be found in Appendix 3.

The Joint Liquidators have met their statutory and regulatory duties to report to creditors, as listed below. In consideration of the need for transparency and engagement with creditors, care has been taken to ensure that reports and other communications with creditors have provided useful details of the strategies pursued and the outcomes anticipated.

During the Review Period, the following key documents have been issued:

- The Joint Liquidators first annual progress report;
- Record of decision.

### **Other administration tasks**

During the Review Period, the following material tasks in this category were carried out:

- Case reviews.

## **ENQUIRIES AND INVESTIGATIONS**

The initial assessment revealed matters that the Joint Liquidators considered merited further investigation however it became apparent there would be no prospect of achieving additional realisations for the benefit of creditors. As a result, such investigations are at an end.

Although this work did not generate any financial benefit to creditors, it was necessary to meet the statutory duties as well as conduct appropriate enquiries and investigations into potential rights of actions to enhance realisations. The Joint Liquidators investigations into the Company have concluded and a final report shall be issued in due course.

## **REALISATION OF ASSETS**

### **Tangible and Intangible Assets**

As previously reported, in the Company's Statement of Affairs were tangible and intangible assets of the Company, which comprised of tooling, R&D computers & equipment, office equipment and patents and licences.

Further to the Joint Liquidators appointment, a Sales Summary Memorandum detailing the assets available was issued to five interested parties to submit their offers for consideration. Following receipt of the Memorandum, there were two parties who expressed further interest; however, one was unable to meet the deadline for submission and could not confirm that they would be in a position to make an offer prior to the 2020 Christmas period. Following this, an offer was received from Thermo Consult Limited, for the sum of £25,000.00 plus VAT for the chattel and intangible assets, which after careful consideration, was accepted by the Joint Liquidators. Consequently, all the tangible and

intangible assets of the Company were sold to Thermo Consult Limited for £25,000.00, which has been received in full.

#### **Tax Refunds**

As previously reported, although there were tax refunds listed in the Statement of Affairs, the director previously confirmed that there were likely to be research and development, VAT and/or corporation tax refunds to apply with HMRC. As no further correspondence has been received from HMRC in respect of this matter, it is believed that any monies that were owing to the Company was offset against any outstanding liabilities owed to HMRC as at the time of liquidation.

#### **Other Debtors**

In addition, although there were other debtors listed in the Statement of Affairs, the director confirmed that it was likely these were tax refunds due at the time, which formed part of the Joint Liquidators investigations. Following further investigations conducted by the Joint Liquidators, it was determined that these were in fact related to tax refunds, and it became apparent that there would be no prospect of achieving additional realisations for the benefit of creditors.

#### **Sundry Refunds**

The sum of £98.27 has been received from Lloyds Bank Plc, which relates to commission on BBT accounts. No further funds are to be realised in respect of this.

#### **CREDITORS**

Irrespective of whether sufficient realisations are achieved to pay a dividend to creditors, the Joint Liquidators have had to carry out key tasks which are detailed at Appendix 3. The following sections explain the anticipated outcomes to creditors and any distributions paid.

#### **Secured creditors**

The Company has not granted any charges over its assets.

#### **Preferential creditors**

##### **Employee claims**

22 employees were made redundant on 9 December 2019. The relevant information for employees to submit claims has been made to the Redundancy Payments Office and information and help has been given to employees to enable them to submit their claims online.

Employees were shown to be owed £65,825.43. Claims of £121,562.03 have been received of which £25,266.58 is claimed preferentially.

#### **Unsecured creditors**

HMRC was shown to be owed £157,000.00. A claim of £237,399.91 has been received in respect of its unsecured liability.

The trade and expense creditors as per the Statement of Affairs totalled £357,040.00, and the total amount of unsecured creditors detailed in the Statement of Affairs was £970,849.60.

Total claims received from unsecured creditors to date amount to £688,096.39. Please be advised that proofs of debt are still being received and therefore the total value of all unsecured claims is not known at present.

#### **Dividend prospects**

On the basis of information currently available to the Joint Liquidators, they do not anticipate being able to pay any distribution to creditors.

## **ETHICS**

Please also be advised that the Joint Liquidators are bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment.

### **General ethical considerations**

During the Review Period, no new threats to compliance with the Code of Ethics have been identified.

## **FEES AND EXPENSES**

### **Pre-Appointment Costs**

#### **Paid by Company prior to appointment**

A fixed fee of £1,500.00 plus VAT was agreed and paid by the Company prior to the winding-up resolution.

#### **Fixed fee agreed with the Directors and ratified by creditors.**

The creditors authorised the remaining fee of £3,500.00 plus VAT for assisting the directors with placing the Company in Liquidation and with preparing the Statement of Affairs on 28 January 2020.

The fee was paid from first realisations on appointment and is shown in the enclosed receipts and payments account.

### **The Joint Liquidators' fees**

It is the firm's practice to ensure that work is conducted by the appropriate staff member at the appropriate level of experience. Junior members of staff deal with the day to day administration on cases and a manager and insolvency practitioner then oversees the work undertaken. Where the issues are complex and litigious, the work will be closely supervised or undertaken by a senior manager or insolvency practitioner.

The basis of the Joint Liquidators' fees was approved by creditors on 28 January 2020 in accordance with the following resolution:

*'That the Joint Liquidators fees be fixed by reference to the time given by them and their staff in attending to matters arising in the Liquidation, such time to be charged at the hourly charge out rate of the grade of staff undertaking the work at the time it was undertaken. The estimated Joint Liquidators fees be capped at £25,000.00 with a view to seeking further fee approval from creditors should realisations be made and it be appropriate.'*

The time costs for the period 9 December 2020 to 8 December 2021 total £11,701.25, representing 57.00 hours at an average hourly rate of £205.29.

The total time costs during the period of appointment amount to £45,756.25 representing 217.96 hours at an average hourly rate of £209.93 and a comparison between the original estimate and time costs to date is given at Appendix 5. The sum of £16,200.00 has been drawn on account of time costs incurred. The time costs for the period are detailed at Appendix 4.

Having regard for the costs that are likely to be incurred in bringing this Liquidation to a close, the Joint Liquidators consider that:

- the original fees estimate has been exceeded; and
- the original expenses estimate has been exceeded.

The main reasons why the fees estimate has been exceeded is due to the level of investigations and additional administrative duties that have been required throughout the duration of the liquidation.

Given the realisations in this case to date, the Joint Liquidators will review the position regarding fees when the prospects of realising the remaining assets become clearer.

### **Expenses**

An amended Statement of Insolvency Practice (SIP), SIP 9, was issued on 1 April 2021. The amended SIP 9 has changed some of the terminology and introduced additional disclosure requirements. The information below may therefore not reflect the information previously provided.

The expenses, which include disbursements, that have been incurred and not yet paid during the period are detailed on Appendix 6. Also included in Appendix 6 is a comparison of the expenses likely to be incurred in the Liquidation as a whole with the original expenses estimate, together with reasons where any expenses are likely to exceed that estimate.

The category 1 expenses paid for in the period 9 December 2019 to 8 December 2021 total £4,076.59 are detailed at Appendix 6 and represent payments to parties not associated with the firm, who have provided services or goods for the administration of the assignment.

The category 2 expenses for the period 9 December 2019 to 8 December 2021 total £337.45. The basis of calculation of this category of expense was disclosed to creditors prior to their approval, which was given on 28 January 2020, and are also detailed at Appendix VII. Please note that some category 2 expenses that have previously been approved and their estimated costs or basis of their cost provided as part of the expenses estimate may not be discharged from the estate from 1 April 2021 and these are detailed at Appendix 6.

Information about this insolvency process may be found on the R3 website at <http://www.creditorinsolvencyguide.co.uk/>. A copy of 'A Creditors' Guide to Fees' together with the firm's charge-out rate and expenses policy may be found at [www.wilkinchapman.co.uk/business-solutions](http://www.wilkinchapman.co.uk/business-solutions). A hard copy of both the Creditors' Guide and the firm's charge-out rate and disbursement policy may be obtained on request.

### **Other professional costs**

#### **Agents and valuers**

Metis Partners were instructed as agents and valuers in relation to the valuation of the intangible assets undertaken prior to the liquidation. Their costs have been agreed on the basis of their standard rate of £3,500.00, which has been paid in full.

In addition, John Pye & Sons were also instructed as agents and valuers to the valuation of the tangible assets of the Company, undertaken prior to the liquidation. Their costs have been agreed on the basis of their standard rate of £100.00.

### **CREDITORS' RIGHTS**

An unsecured creditor may, with the permission of the court or with the concurrence of 5% in value of the unsecured creditors (including the creditor in question) request further details of the Joint Liquidators remuneration and expenses, within 21 days of receipt of this report. Any secured creditor may request the same details in the same time limit.

An unsecured creditor may, with the permission of the court or with the concurrence of 10% in value of the creditors (including the creditor in question), 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 8 weeks of receipt of this report. Any secured creditor may make a similar application to court within the same time limit.

### **CONCLUSION**

As there are no further matters that remain outstanding, the Joint Liquidators are in the process of finalising the liquidation.

For further information regarding this case please contact Sasha Williams by email at [sasha.williams@wilkinchapman.co.uk](mailto:sasha.williams@wilkinchapman.co.uk).

Signed:



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Ian Michael Rose  
Joint Liquidator

Dated: 16 December 2021

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## Appendix 1

### Statutory Information

<b>Company Name</b>	Den Automation Ltd
<b>Former Trading Name</b>	Eazyswitch Limited – 18.03.2013 – 25.09.2014
<b>Company Number</b>	08448361
<b>Registered Office</b>	C/o Wilkin Chapman Business Solutions Ltd, 1st Floor, Consort House, Waterdale, Doncaster, DN1 3HR
<b>Former Registered Office</b>	Unit 605, Metropolitan Wharf, 70 Wapping Wall, London, E1W 3SS
<b>Office holders</b>	Ian Michael Rose and Matthew Dix
<b>Office holders' address</b>	Wilkin Chapman Business Solutions Limited, Cartergate House, 26 Chantry Lane, Grimsby, North East Lincolnshire, DN31 2LJ
<b>Date of appointment</b>	09 December 2019
<b>Change in office holder:</b>	On 19 March 2021 Karen Tracy Potts was replaced by Matthew Dix of this firm, as Joint Liquidator, following an order of the High Court in proceedings entitled CR-2021-000463.

Den Automation Ltd  
(In Liquidation)  
JOINT LIQUIDATORS' RECEIPTS AND PAYMENTS ACCOUNT

	Statement of affairs £	From 09/12/2020 To 08/12/2021 £	From 09/12/2019 To 08/12/2021 £
<b>RECEIPTS</b>			
Tooling	Uncertain	0.00	0.00
R&D Computers & Equipment	1,150.00	0.00	5,000.00
Office Furniture & Fittings	535.00	0.00	1,000.00
Computer & Office Equipment	3,250.00	0.00	5,000.00
Patents & Licences (Intangible Assets)	Uncertain	0.00	13,999.00
IPR / Goodwill		0.00	1.00
Tax Refunds	Uncertain	0.00	0.00
Bank interest, gross		0.02	27.93
Sundry refunds		98.27	98.27
Other Debtors	Uncertain	0.00	0.00
		<u>98.29</u>	<u>25,126.20</u>
<b>PAYMENTS</b>			
Specific bond		0.00	100.00
Preparation of Statement of affairs		0.00	5,000.00
Liquidator's fees		0.00	16,200.00
Agents'/Valuers' fees		0.00	3,500.00
Statutory advertising		0.00	155.50
Employee Claims (Arrears of Pay)	(65,825.43)	0.00	0.00
Trade & Expense Creditors	(357,040.00)	0.00	0.00
Employee Claims (Redundancy & Notice)	(27,065.02)	0.00	0.00
Employee Claims (Unsecured Arrears)	(250,744.58)	0.00	0.00
Director's Loan Account (Y Khattak)	(25,000.00)	0.00	0.00
Barclays Bank Plc (Overdraft)	(24,000.00)	0.00	0.00
Associated Creditors	(130,000.00)	0.00	0.00
HM Revenue & Customs	(157,000.00)	0.00	0.00
Ordinary Shareholders	(3.00)	0.00	0.00
Share Premium	(5,084,444.00)	0.00	0.00
		<u>0.00</u>	<u>24,955.50</u>
Net Receipts/(Payments)		<u>98.29</u>	<u>170.70</u>
<b>MADE UP AS FOLLOWS</b>			
Estate Account		69.39	170.70
VAT Receivable / (Payable)		28.90	0.00
		<u>98.29</u>	<u>170.70</u>

### Appendix 3

#### Detailed list of work undertaken for Den Automation Ltd in Creditors' Voluntary Liquidation for the review period 9 December 2020 to 8 December 2021

Below is detailed information about the tasks undertaken by the Joint Liquidators.

General Description	Includes
<b>Statutory and General Administration</b>	
Statutory/advertising	Filing of documents to meet statutory requirements including annual receipts and payments accounts Annual corporation tax returns Quarterly VAT returns Advertising in accordance with statutory requirements Bonding the case for the value of the assets
Document maintenance/file review/checklist	Filing of documents Periodic file reviews documenting strategy Periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards Maintenance of statutory and case progression task lists/diaries Updating checklists
Bank account administration	Preparing correspondence opening and closing accounts Requesting bank statements Bank account reconciliations Correspondence with bank regarding specific transfers Maintenance of the estate cash book Banking remittances and issuing cheques/BACS payments
Planning / Review	Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case
Books and records / storage	Dealing with records in storage Sending job files to storage
<b>Reports</b>	Circulating initial report to creditors upon appointment Preparing annual progress report, investigation and general reports to creditors Disclosure of sales to connected parties
Creditors' decisions	Preparation of decision procedure notices, proxies/voting forms and advertisements Notice of decision procedure to all known creditors Collate and examine proofs and proxies/votes to conclude decisions For virtual or physical meetings: preparation of meeting file, including agenda, certificate of postage, attendance register, list of creditors, reports to creditors, advertisement of meeting and draft minutes of meeting Responding to queries and questions following decisions
<b>Investigations</b>	
SIP 2 Review	Collection and making an inventory of company books and records Correspondence to request information on the company's dealings, making further enquiries of third parties Reviewing questionnaires submitted by creditors and directors Reconstruction of financial affairs of the company Reviewing company's books and records Preparation of deficiency statement Review of specific transactions and liaising with directors regarding certain transactions Liaising with the committee/creditors or major creditors about further action to be taken
Statutory reporting on conduct of director(s)	Preparing statutory investigation reports Liaising with Insolvency Service Submission of report with the Insolvency Service Preparation and submission of supplementary information if required Assisting the Insolvency Service with its investigations
<b>Realisation of Assets</b>	
Plant and Equipment	Liaising with valuers, auctioneers and interested parties Reviewing asset listings Liaising with secured creditors and landlords
Debtors	Collecting supporting documentation Correspondence with debtors Reviewing and assessing debtors' ledgers Receiving updates from factoring companies and liaising reassignment of ledger Liaising with debt collectors and solicitors Agreeing debt collection agency agreements



# ANNUAL PROGRESS REPORT OF DEN AUTOMATION LTD (IN LIQUIDATION)

General Description	Includes
	Dealing with disputes, including communicating with directors/former staff Pursuing credit insurance claims Submitting VAT bad debt relief claims
Other assets: motor vehicles, intangibles, intellectual property, VAT/corporation tax refunds, Insurance claims	Liaising with agents to agree disposal strategy Dealing with potential purchasers Negotiating sales Liaising with solicitors to agree sales Collecting sales consideration Liaising with insurance companies and directors to pursue claims Examining company records to support tax refunds Exchanges with government departments
<b>Creditors and Distributions</b>	
Creditor Communication	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via facsimile, email and post Assisting employees to pursue claims via the RPO Corresponding with the PPF and the Pensions Regulator
Dealing with proofs of debt ("POD")	Receipting and filing POD when not related to a dividend Corresponding with RPO regarding POD when not related to a dividend
Processing proofs of debt	Preparation of correspondence to potential creditors inviting submission of POD Receipt of POD

## Current Charge-out Rates for the firm

### Time charging policy

Support staff do charge their time to each case.

Support staff include cashier, secretarial and administration support.

The minimum unit of time recorded is 6 minutes.

Staff	Charge out rates £
Insolvency Practitioner/Partners	375
Manager	275
Assistant Manager	225
Senior Administrator	200
Administrator	175
Cashier	150
Assistants and Support Staff	100

# Time Entry - Detailed SIP9 Time & Cost Summary

DK1LC - Den Automation Ltd  
From: 09/12/2020 To: 08/12/2021  
Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
AP-ADMIN : Administration & Planning	0.30	1.00	7.25	0.95	9.50	1,911.25	201.18
CR-CRED : Creditors & Distributions	0.00	0.00	1.75	0.30	2.05	348.75	170.12
IN-INV : Investigations	0.50	3.90	20.40	0.00	24.80	5,237.50	211.19
S1-EMP : Employees	0.70	0.40	9.00	0.00	10.10	1,947.50	192.82
S3-STAT : Statutory & Compliance	1.30	1.50	7.75	0.00	10.55	2,256.25	213.86
Productive Time	2.80	6.80	46.15	1.25	57.00	11,701.25	205.29
Total Hours	2.80	6.80	46.15	1.25	57.00	11,701.25	205.29
Total Fees Claimed						0.00	

Time Entry - Detailed SIP9 Time & Cost Summary

DK11LC - Den Automation Ltd  
To: 08/12/2021  
Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
AP-ADMIN : Administration & Planning	3.41	1.60	15.85	1.65	22.51	4,765.00	211.68
CR-CRED : Creditors & Distributions	2.60	0.00	21.50	4.90	29.00	5,177.50	178.53
IN-INV : Investigations	6.15	18.50	54.80	0.00	79.45	16,757.50	210.92
RA-FLTG : Asset Realisations / Contributions	12.00	5.00	4.55	0.00	21.55	6,378.75	296.00
S1-EMP : Employees	0.70	1.20	38.25	0.00	40.15	7,296.25	181.72
S3-STAT : Statutory & Compliance	2.05	5.50	17.75	0.00	25.30	5,381.25	212.70
Productive Time	26.91	31.80	152.70	6.55	217.96	45,756.25	209.93
Total Hours	26.91	31.80	152.70	6.55	217.96	45,756.25	209.93
Total Fees Claimed						0.00	

**Appendix 5****Time costs summary for period, cumulative & comparison with estimate for Den Automation Ltd IN CREDITORS VOLUNTARY LIQUIDATION**

	Original fees estimate			Actual time costs incurred during the Review Period			Total time costs incurred to date		
Work category	Number of hours	Blended hourly rate £ per hour	Total fees £	Number of hours	Average hourly rate £ per hour	Total time costs £	Number of hours	Average hourly rate £ per hour	Total time costs £
Administration & Planning	15.00	200.00	3,000.00	9.50	201.18	1,911.25	22.51	211.68	4,765.00
Creditors & Distributions	11.00	181.82	4,808.75	2.05	170.12	348.75	29.00	178.53	5,177.50
Investigations	41.00	197.56	11,520.00	24.80	211.19	5,237.50	79.45	210.92	16,757.50
Asset Realisations / Contributions	31.00	211.11	6,378.75	0.00	0.00	0.00	21.55	296.00	6,378.75
Employees	9.00	225.81	5,348.75	10.10	192.82	1,947.50	40.15	181.72	7,296.25
Statutory & Compliance	15.00	200.00	3,125.00	10.55	213.86	2,256.25	25.30	212.70	5,387.25

## Appendix 6

### Expenses summary for period, cumulative & comparison with estimate for Den Automation Ltd Limited in Creditors' Voluntary Liquidation

Below are details of the Joint Liquidators' expenses for the period under review and the total to date.

Expenses	Original expenses estimate £	Actual expenses incurred in the Review Period £	Actual expenses incurred to date £	Reason for any excess (if the expenses are likely to, or have, exceeded the original estimate)
<b>Category 1 Expenses</b>				
Agents' and Valuers' Costs – Metis Partners	3,500.00	0.00	3,500.00	
Agents' and Valuers' Costs – John Pye & Sons	100.00	0.00	100.00	
Advertising	150.20	0.00	155.50	The estimate did not include provision for notices which have been required. The notices are in respect of the liquidation and the appointment of the Joint Liquidators in the London Gazette.
AML Company Searches	2.80	0.00	2.80	Please be advised that, whilst it was originally envisaged that these expenses would be charged to the estate, this has been no longer allowed since 1 April 2021
Bonding	100.00	0.00	100.00	
Postage	150.49	0.00	218.29	The costs incurred are higher than originally estimated as the postage throughout the liquidation has been charged at the prevailing rates.
<b>Total Category 1 Expenses</b>	<b>4,003.49</b>	<b>0.00</b>	<b>4,076.59</b>	
<b>Category 2 Expenses</b>				
Stationary	10.00	0.00	10.00	
Telephone / Printing / Fax	204.60	1.05	327.45	
Storage Costs	135.00	0.00	0.00	Please be advised that, whilst it was originally envisaged that these expenses would be charged to the estate, this has been no longer allowed since 1 April 2021
<b>Total Category 2 Expenses</b>	<b>149.60</b>	<b>1.05</b>	<b>337.45</b>	

## Appendix 7

### WILKIN CHAPMAN BUSINESS SOLUTIONS LIMITED EXPENSES AND CHARGEOUT RATES EFFECTIVE FROM 1 APRIL 2021

#### Expenses

#### Definitions

Category 1 - approval not required - specific expenditure that is directly related to a particular insolvency case, where the cost of the expense incurred is referable against an independent external supplier's invoice or published tariff of charges.

Category 2 - approval required - all other items of expenditure. Which cannot, or cannot easily, be directly related to a particular insolvency case because there is an element of shared or allocated cost, and/or where the cost of the expense incurred is an estimated, utilised cost with the estimate based on external costs or opportunity costs.

#### Charging Policy of Wilkin Chapman Business Solutions Limited

Category 1 expenses are recharged to the particular insolvency case at the rate incurred by Wilkin Chapman Business Solutions Limited and as they are incurred.

Category 2 expenses, the following items are recharged at the following rates:

- Where meeting rooms of Wilkin Chapman Business Solutions Limited are used for the purpose of statutory meetings of creditors the room hire is recharged to the individual insolvency case at £150 per meeting. (Not applicable from 1 April 2021)
- Car mileage is recharged to the individual insolvency case at the rate of 45p per mile.
- The storage of books and records (when not charged as a Category 1 expense) is recharged at the rate of £1.50 per box per month. (Not applicable from 1 April 2021)
- With effect from 1 April 2021 the Office Holder(s) reserve the right to recharge the costs incurred for offsite storage of books and records, currently 5p per box, per week. In addition, a recharge may occur for the collection and return of the books and records.
- The Office Holder(s) also reserve the right to recharge the costs incurred for the destruction of the books and records upon their release, currently £1.70 per box.
- Printing and photocopying is charged at 15p per sheet.
- Faxes are charged at 50p per sheet.
- IPS computer charge £6.25 per month, up to a maximum of £200 per case. (Not applicable from 1 October 2018).
- Stationery charged at £5.00 per file.

#### Chargeout Rates

The hourly rates for the different levels of staff are shown below:

Insolvency Practitioner	£375
Manager	£275
Assistant Manager	£225
Senior Administrator	£200
Administrator	£175
Cashier	£150
Assistants and Support Staff	£100

Time is charged to the individual insolvency case in 6 minute units.

Please note that the above expenses and chargeout rates are the same as they were for Silke & Co Limited and have not changed since 1 October 2013, with the exception of the rate of the Insolvency Practitioner which increased from £350 on 1 April 2020.