

# AM10

## Notice of administrator's progress report



Companies House

FRIDAY



A23 \*A819WE09\*  
15/03/2019 #210  
COMPANIES HOUSE

A19 \*A80A3PP7\*  
28/02/2019 #212  
COMPANIES HOUSE

bold black capitals.

### 1 Company details

Company number 8 4 4 9 8 5 3  
Company name in full Dyrnan Communications Limited

### 2 Administrator's name

Full forename(s) Simon Robert  
Surname Haskew

### 3 Administrator's address

Building name/number 14 Queen Square  
Street Bath  
Post town BA1 2HN  
County/Region  
Postcode  
Country

### 4 Administrator's name <sup>①</sup>

Full forename(s) Neil Frank  
Surname Vinnicombe

**① Other administrator**  
Use this section to tell us about  
another administrator.

### 5 Administrator's address <sup>②</sup>

Building name/number 14 Queen Square  
Street Bath  
Post town BA1 2HN  
County/Region  
Postcode  
Country

**② Other administrator**  
Use this section to tell us about  
another administrator.

AM10

Notice of administrator's progress report

**6** Period of progress report

From date	d	0	d	2	m	0	m	3	y	2	y	0	y	1	y	8
To date	d	2	d	7	m	0	m	2	y	2	y	0	y	1	y	9

**7** Progress report

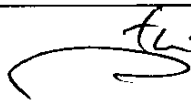
☒ I attach a copy of the progress report

**8** Sign and date

Administrator's  
signature

Signature

X



X

Signature date	d	2	d	7	m	0	m	2	y	2	y	0	y	1	y	9
----------------	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

Simon Robert Haskew and Neil Frank Vinnicombe appointed joint administrators on 2 March 2018.

*The affairs, business and property of the Company are being managed by the joint administrators, who act as the Company's agents and without personal liability.*

---

## **Dyman Communications Limited (In Administration)**

---

### **Final Progress Report of the joint administrators**

**Period: 2 September 2018 to 27 February 2019**

## **Important Notice**

This final progress report has been produced by the administrators solely to comply with their statutory duty to report to creditors on the progress of the administration. 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 for any purpose other than this report to them, or by any other person for any purpose whatsoever.

## **Contents**

- ❑ Interpretation
- ❑ Statutory information
- ❑ Details of appointment of administrators
- ❑ Progress during the period
- ❑ Outcome for creditors
- ❑ Administrators' proposals
- ❑ Summary of steps taken during the administration
- ❑ Remuneration and disbursements
- ❑ Expenses
- ❑ Creditors' rights
- ❑ Assets that remain to be realised
- ❑ Other relevant information
- ❑ Conclusion
- ❑ Appendices
  - 1. Account of receipts and payments
  - 2. Summary of administrators' proposals, including major amendments to, and deviations from them
  - 3. Time costs and disbursements
  - 4. Statement of expenses

# 1. INTERPRETATION

<b><u>Expression</u></b>	<b><u>Meaning</u></b>
"the Company"	Dyrnan Communications Limited (In Administration)
"the administration"	The appointment of administrators under Schedule B1 to the Insolvency Act 1986 on 2 March 2018
"the administrators", "we", "our", "us"	Simon Robert Haskew of Begbies Traynor (Central) LLP, St James Court, St James Parade, Bristol, BS1 3LH and Neil Frank Vinnicombe of 14 Queen Square, Bath, BA1 2HN
"the Act"	The Insolvency Act 1986 (as amended)
"the Rules"	The Insolvency (England and Wales) Rules 2016 (as amended)
"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. STATUTORY INFORMATION

Name of Company	Dyrnan Communications Limited
Trading name(s):	Dyrnan Communications Limited
Date of Incorporation:	18 March 2013
Company registered number:	8449853
Company registered office:	14 Queens Square, Bath, BA1 2HN

### 3. DETAILS OF APPOINTMENT OF ADMINISTRATORS

Names of administrators:	Simon Robert Haskew, a Licensed Insolvency Practitioner of Begbies Traynor (Central) LLP, St James Court, St James Parade, Bristol, BS1 3LH and Neil Frank Vinnicombe, a Licensed Insolvency Practitioner of 14 Queen Square, Bath, BA1 2HN
Date of appointment:	2 March 2018
Date of resignation:	N/A
Court:	High Court of Justice
Court Case Number:	1775 of 2018
Person(s) making appointment / application:	The Directors
Acts of the administrators:	The administrators act as officers of the court and as agents of the Company without personal liability. Any act required or authorised under any enactment to be done by an administrator may be done by any one or more persons holding the office of administrator from time to time.
EU Regulation on Insolvency Proceedings:	Regulation (EU) 2015/848 of the European Parliament and of the Council applies to these proceedings which are 'main proceedings' within the meaning of Article 3 of the Regulation.
Extensions of the administration period	There have been no extensions to the administration period.

### 3. PROGRESS DURING THE PERIOD

#### Receipts and Payments

Attached at Appendix 1 is our abstract of receipts and payments for the period from 2 September 2018 to 27 February 2019.

#### RECEIPTS

##### *Sale of Business and Assets*

As you are aware from the Administrators' Proposals, an Asset Sale Agreement to Secoti Limited concluded on 2 March 2018. This comprised the goodwill and the business name for £30,000, intellectual property rights for £29,499, computer equipment for £500 and the seller's records for £1. In total, £60,000 has been received from the purchaser and has been transferred to the administrator's bank account. We have realised the figures stated in the estimate to realise value per the director's statement of affairs. No further asset realisations are anticipated.

### ***Pre-Appointment VAT Refund***

The Director's statement of affairs estimates a realisable value of £16,465 in respect of a VAT refund. However, HM Revenue & Customs have made adjustments to reflect pre appointment inaccuracies and have applied Crown set off as a result. We have, therefore received the balance of £3,912.34.

### ***Cash at Bank***

The Administrators' have received £6,856.53 in respect of the cash held in the Company's bank account upon our appointment.

### ***Bank Interest Gross***

Bank interest totalling £1.10 has been received in the period, all funds are now banked in a non interest bearing account, in which final interest was posted on 11 January 2019. Total interest received to date is £4.56 and has been accounted for in our final Corporation Tax return.

### ***Insurance Refund***

We have received £46.44 from Premier Business Care in relation to an insurance refund.

### ***Office Space Refund***

We have received £362 in respect of the refund of deposit for the rental of a bay in Green Park Station, Bath.

## **PAYMENTS**

### ***Pre-Appointment Fees and Disbursements***

Pre-Appointment fees of £25,0000 plus VAT, have been paid in accordance with our proposals sent to creditors on 9 March 2018, further information can be found in our progress report sent to all creditors on 28 September 2018 and are separately identified in the receipts and payments account which can be found at Appendix 1.

### ***Administrators' Fees and Disbursements***

The administrators' have drawn final fees of £11,667. Total fees drawn to date are £31,667 plus VAT, together with disbursements of £204 plus VAT.

### ***Agents Fees***

As previously reported in our Proposals, the administrators instructed Hilco Appraisal Limited ("Hilco"), a firm specialising in asset appraisals in a wide range of asset classes to assist in the following matters:

- Review the assets of the Company
- Carry out the proposed marketing strategy
- Produce a sales pack
- Issue non disclosure agreements
- Liaise and negotiate with interested parties
- Recommendation of acceptance of offers

Hilco's fees incurred are in line with our proposals, their fees for doing so were £9,500 plus VAT and fees have been paid in full.

### ***Legal Fees***

The Administrators' instructed lawyers Temple Bright LLP to assist in the following matters:

- Prepare the various sale of business documentation
- Agree final sale documents
- Provide legal advice

Temple Bright LLP has billed £4,810 plus VAT and have been paid in full.

#### **Corporation Tax**

A payment of 0.87p has been made in respect of Corporation Tax for the period 2 March 2018 to 11 January 2019.

#### **VAT Control Account**

During the administration we have submitted VAT returns on a quarterly basis. As at the date of reporting, we are due VAT refunds totalling £14,226.20. These refunds are subject to a deed of assignment with HMRC and will be paid direct into our client account in order to settle the outstanding administrators' fees of £14,226.20.

#### **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 3. 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 the report only. Our previous report contains details of the work undertaken since our appointment.

##### General case administration and planning

Insolvency Practitioners are required by statutory insolvency legislation, to maintain records to demonstrate how the case has been administered and to document the reasons for any decisions that materially affect the case. The time charged reflects this, together with the time spent on dealing with periodic case reviews.

These tasks are a necessary part of the engagement, but do not generate any direct financial benefit for creditors, however without them, other aspects of the case which do provide a quantifiable benefit to creditors would have been less efficient.

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

As above, there is no direct financial benefit to the creditors, however we are required to comply with various statutory and compliance reporting requirements. To date, we have fulfilled our statutory duties by reporting to the Registrar of Companies, statutory advertising, ensuring the administrators' statutory specific bond is in place, corresponding with government departments and preparation of this report in order to advise upon the progress made in the period, together with our proposals.

This category also includes cashiering and accounting. We are obliged to keep a record of all transactions entered into, thus time costs have been incurred in reconciling the bank account and producing the receipts and payments account.

#### Investigations

We have carried out our investigations within the statutory time frame available. As administrators' we have a statutory duty to submit a report to the Department for Business, Energy & Industrial Strategy ("DBEIS"). I can confirm that this report has been submitted. Please note the report is a confidential document between the DBEIS and the administrators.

#### Realisation of assets

The assets in the administration comprised mainly of goodwill, intellectual property rights and computer equipment.

As previously mentioned, we instructed Hilco to assist with the sale of the business and assets of the Company. Hilco carried out the initial information gathering and then proceeded with the marketing and sale, together with dealing with all expressions of interest.

The sale concluded on 2 March 2018 to Secoti Limited.

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

Based on the director's statement of affairs, the estimated unsecured creditor claims were £166,442. During the administration we have not received any additional claims. On present information, there are insufficient funds to enable a distribution to the unsecured creditors of the Company.

As a result of the sale of the business and assets of the Company, the employees transferred to the purchaser under the Transfer of Undertakings (Protection of Employees) Regulations 2006, therefore there are no known preferential creditor claims.

In addition, we wrote to the creditors of the Company advising of our appointment and answered any queries which were subsequently raised.

#### Other matters which includes seeking decision of creditors via deemed consent procedure and/or decision procedures, tax, litigation, pensions and travel

The administrator's proposals were deemed approved by the creditors on 13 March 2018.

During the course of the administration, we are required to complete post appointment VAT returns on behalf of the Company, these have been submitted accordingly during the period, together with a final return. The final Corporation Tax return has been filed and clearance with regards all HM Revenue & Customs matters has been requested and deemed as approved.

## 4. OUTCOME FOR CREDITORS

#### **Secured creditors**

There are no known secured creditors.

#### **Preferential creditors**

There are no known preferential claims.

#### **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**

There have been insufficient realisations to pay a dividend to unsecured creditors.

#### **Exit from administration**

Once the Notice of move from administration to dissolution (Form AM23) has been registered (which we anticipate shortly), our appointment as administrators will cease to have effect and, unless the court makes an order otherwise, the Company will be deemed to be dissolved at the end of the period of three months from the date of registration of the notice.

## **5. ADMINISTRATORS' PROPOSALS**

Attached at Appendix 2 is a summary of our proposals as approved by decision of creditors via deemed consent procedure.

## **6. SUMMARY OF STEPS TAKEN DURING THE ADMINISTRATION**

- Notifying creditors, including HM Revenue and Customs of our appointment and dealing with creditor queries as and when they arose;
- Complied with statutory requirements by notifying the Registrar of Companies and advertising the appointment of administrators' in the London Gazette;
- Opened a dedicated administration bank account;
- Instructing agents to value the Company assets;
- Negotiate and conclude the sale of the business and assets to Secoti Limited;
- Arranging for funds in the Company's bank account to be transferred to the administrator's account;
- Investigating and submitting our statutory report on directors' conduct;
- Preparation of the administrators' proposals;
- Prepare periodic progress reports to creditors;
- Reporting to creditors, seeking approval of our proposals and obtaining our prospective discharge;
- Performing ancillary statutory and regulatory duties;
- Preparing the final report of the administration and sending Form AM23 to the Registrar of Companies to close the administration and move the Company to dissolution.

## **7. REMUNERATION & DISBURSEMENTS**

Our remuneration has been fixed by reference to the time properly given by us and the various grades of our staff calculated at the prevailing hourly charge out rates of Begbies Traynor (Central) LLP in attending to matters as set out in the fees estimate. We are also authorised to draw disbursements for services provided by our firm and/or entities within the Begbies Traynor group, in accordance with our firm's policy, details of which accompanied the Statement of proposals for achieving the purpose of administration and which are attached at Appendix 2 of this report.

Our time costs for the period from 2 September 2018 to 27 February 2019 amount to £12,169 which represents 39 hours at an average rate of £312 per hour.

The following further information in relation to our time costs and disbursements is set out at Appendix 3:

- ☐ Time Costs Analysis for the period 2 September 2018 to 27 February 2019
- ☐ Begbies Traynor (Central) LLP's charging policy

To 27 February 2019, we have drawn the total sum of £31,667 on account of our remuneration, against total time costs of £39,634 incurred since the date of our appointment.

In addition to the time costs information disclosed at Appendix 3 for the period since our last progress report, a cumulative Time Costs Analysis for the period from 2 March 2018 to 22 February 2019 is also attached at Appendix 3.

In the absence of there being sufficient realisations to discharge our time costs in full, our unbilled time costs of £7,967, have been written off as irrecoverable.

### **Disbursements**

To 27 February 2019, we have also drawn disbursements in the sum of £204.

### **Why have subcontractors been used?**

Solicitors, Temple Bright LLP were engaged in order to assist with the sale of the business and assets to Secoti Limited and provide necessary legal advice following our appointment.

### **Category 2 Disbursements**

There have been no Category 2 disbursements drawn during the period since our appointment.

A copy of 'A Creditors Guide to Administrators' Fees (E&W) 2017' which provides guidance on creditors' rights on how to approve and monitor an Administrator'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 my office and I will arrange to send you a copy.

## **8. EXPENSES**

A statement of the expenses incurred and discharged by us during the period of this progress report is attached at Appendix 4. A cumulative statement of expenses also appears at Appendix 4 which details the expenses incurred since the date of our appointment.

Creditors will recall that we estimated that the expenses of the administration would total £4,654. That estimate has not been exceeded and we do not expect it to be exceeded before matters progress to conclusion as envisaged.

## **9. 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 (other than pre-administration costs) 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 an 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 by us during the period of this progress report are excessive or, in relation to the basis fixed for our remuneration, inappropriate.

## **10. ASSETS THAT REMAIN TO BE REALISED**

There are no further assets of the Company that remain to be realised.

## **11. OTHER RELEVANT INFORMATION**

#### **Report on Directors conduct**

As detailed in our statement of proposals, we have a duty to submit a report to the Department for Business, Energy and Industrial Strategy on the conduct of the directors. We have complied with our duties in this respect.

#### **Investigations completed**

As explained in our interim progress report we have been investigating the manner in which the business was conducted prior to the administration of the Company and potential recoveries for the estate in this respect.

All matters have now concluded.

#### **Connected party transactions**

In accordance with Statement of Insolvency Practice 13, we confirm that the following assets were sold:

<b>Date of sale</b>	<b>Asset sold and nature of transaction</b>	<b>Consideration paid and date</b>	<b>Name of Purchaser</b>	<b>Relationship with the Company</b>
2 March 2018	Sale of business and assets of the Company	£60,000 Paid in full on 2 March 2018	Secoti Limited	Directors of the purchasers were Directors and Shareholders of the Company

#### **Extension of administration**

There have been no extensions to the administration.

### **Use of personal information**

Please note that although the administration is being concluded, in discharging our remaining duties as Joint Administrators, 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.

## **12. CONCLUSION**

The Company will exit administration via dissolution pursuant to paragraph 84 of Schedule B1 of the Act. The necessary form has been lodged with the Registrar of Companies and the Company will be dissolved three months from its registration.

A handwritten signature in black ink, appearing to read 'SH', with a long, sweeping horizontal line underneath.

**Simon Haskew**  
Joint Administrator

Date: 27 February 2019

# ACCOUNT OF RECEIPTS AND PAYMENTS

Period: 2 September 2018 to 27 February 2019

Statement of Affairs £		From 02/09/2018 To 27/02/2019 £	From 02/03/2018 To 27/02/2019 £
	<b>SECURED ASSETS</b>		
30,000.00	Goodwill and Business Name	NIL	30,000.00
29,499.00	Business Intellectual Property Rights	NIL	29,499.00
1.00	Sellers Records	NIL	1.00
		<b>NIL</b>	<b>59,500.00</b>
	<b>ASSET REALISATIONS</b>		
500.00	Computer Equipment	NIL	500.00
16,465.00	VAT Refund	3,912.34	3,912.34
	Cash at Bank	NIL	6,856.53
	Bank Interest Gross	1.10	4.56
	Insurance Refund	NIL	46.44
	Office Space Refund	362.00	362.00
		<b>4,275</b>	<b>11,681.87</b>
	<b>COST OF REALISATIONS</b>		
	Pre-Appointment Fees	NIL	25,000.00
	Administrators' Fees	11,666.82	31,666.82
	Administrators' Expenses	NIL	204.18
	Agents/Valuers Fees (1)	NIL	9,500.00
	Legal Fees (1)	NIL	4,810.00
	Corporation Tax	0.87	0.87
		<b>(11,667.69)</b>	<b>(71,181.87)</b>
	<b>UNSECURED CREDITORS</b>		
-122,678.30	Trade Creditors	NIL	NIL
-10,475.20	Other Creditors	NIL	NIL
-26,754.21	Directors	NIL	NIL
-1,507.00	Banks/Institutions	NIL	NIL
-5,027.05	HMRC (non VAT)	NIL	NIL
		<b>NIL</b>	<b>NIL</b>
<b>-89,976.76</b>		<b>15,943.13</b>	<b>-</b>
	<b>REPRESENTED BY</b>		
	Bank 1 Current		-
	Vat Control Account		14,226.20
	Funds owed to Administrator		(14,226.20)
			<b>-</b>

## **SUMMARY OF ADMINISTRATORS' PROPOSALS, INCLUDING MAJOR AMENDMENTS TO AND DEVIATIONS FROM THEM**

**Proposals approved by decision of creditors via the deemed consent procedure.**

### ***Extract***

#### ***Purpose of the Administration***

We presently consider that the most appropriate objective to pursue in this case is that specified in sub-paragraph 3(1)(b), namely achieving a better result for the Company's creditors as a whole than would be likely if the Company were wound up (without first being in administration).

We consider that this objective is made more likely due to the pre-packaged sale of the business and assets of the Company as detailed in our proposals at Appendix 4. We consider that the going concern pre-packaged sale of the business and assets of the Company as an alternative to an immediate cessation of trade and liquidation of the Company should enhance the recovery prospects for creditors as a whole.

In order that the purpose of the administration may be fully achieved, we propose to remain in office as administrators in order to conclude the realisation of the Company's property and to conclude our statutory duties as administrators. The principal matters to deal with in this respect are:

- Realising any other assets belonging to the Company as at the date of appointment;
- Realising any refunds and rebates due to the Company;
- Investigating the Company's affairs to establish any causes of action and reporting on the conduct of the directors;
- Ensuring that any unresolved issues concerning the Company's affairs are concluded;
- Obtaining any necessary clearances to conclude the administration.

## **TIME COSTS AND DISBURSEMENTS**

- a. Begbies Traynor (Central) LLP's charging policy;
- b. Time Costs Analysis for the period from 2 September 2018 to 27 February 2019;
- c. Cumulative Time Costs Analysis for the period from 2 March 2018 to 27 February 2019.

## **BEGBIES TRAYNOR CHARGING POLICY**

### **INTRODUCTION**

This note 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 passing of a resolution for the office holder to be remunerated on a time cost basis. Best practice guidance<sup>1</sup> requires that such information should be disclosed to those who are responsible for approving remuneration.

### **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 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 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**

Best practice guidance classifies expenses into two broad categories:

- *Category 1 disbursements (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 disbursements (approval required)* - items of expenditure that are directly related to the case which 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.

(A) The following items of expenditure 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 is charged at the rate of 45 pence per mile;
- Storage of books and records (when not chargeable as a *Category 1 disbursement*) is charged on the basis that the number of standard archive boxes held in storage for a particular case bears to the total of all archive boxes for all cases in respect of the period for which the storage charge relates;

(B) 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 disbursement*.

---

<sup>1</sup> Statement of Insolvency Practice 9 (SIP 9) – Remuneration of insolvency office holders in England & Wales

- 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 Bath/Bristol office as at the date of this report are as follows:

<b>Grade of staff</b>	<b>Charge-out rate (£ per hour)</b>	<b>Charge-out rate (£ per hour)</b>
	<b>1 May 2011 – 30 November 2018</b>	<b>1 December 2018 – until further notice</b>
Partner	395	495
Director	345	445
Senior Manager	310	395
Manager	265	345
Assistant Manager	205	250
Senior Administrator	175	225
Administrator	135	175
Junior Administrator	110	140
Support	60 - 110	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.

Time is recorded in 6 minute units.

SIP9 Drynan Communications Limited - Administration - 31DR105.ADM : Time Costs Analysis From 02/09/2018 To 27/02/2019

[illegible]



# STATEMENT OF EXPENSES FOR THE PERIOD

## CUMULATIVE 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				
Administrators' Expenses – Statutory Advertising	London Gazette	84.18	84.18	NIL
Administrators' Expenses – Specific Bond	Marsh Limited	120.00	120.00	NIL
Agents Fees	Hilco Appraisal Ltd	9,500.00	9,500.00	NIL
Legal Fees	Temple Bright Ltd	4,810.00	4,810.00	NIL
<b>Total</b>		<b>14,514.18</b>	<b>14,514.18</b>	<b>NIL</b>

## AM10

## Notice of administrator's progress report

**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 **Rachel Waters**

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

Address **St James Court**

**St James Parade**

Post town **Bristol**

County/Region

Postcode **B S 1 3 L H**

Country

DX

Telephone **0117 937 7130**

**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)**