

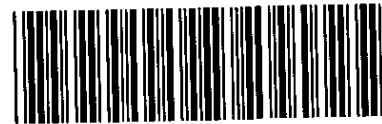
# LIQ03

## Notice of progress report in voluntary winding up



Companies House

FRIDAY



A07 \*A892PTL7\* 05/07/2019 #186  
COMPANIES HOUSE

### 1 Company details

Company number 0 1 5 3 3 7 8 3

Company name in full Handley-Petzing Entertainments Limited

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

### 2 Liquidator's name

Full forename(s) Matthew Thomas Colbourne

Surname Frayne

### 3 Liquidator's address

Building name/number Old Canal Cottage

Street Dunkerton

Post town Bath

County/Region N E Somerset

Postcode B A 2 8 B S

Country

### 4 Liquidator's name ①

Full forename(s)

Surname

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

### 5 Liquidator's address ②

Building name/number

Street

Post town

County/Region

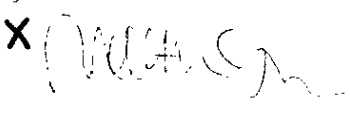
Postcode

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	d	1	d	9	m	0	m	4	y	2	y	0	y	1	y	8	
To date	d	1	d	8	m	0	m	4	y	2	y	0	y	1	y	9	
<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	Signature X  X																
Signature date	d	3	d	0	m	0	m	6	y	2	y	0	y	1	y	9	

# 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

Company name

Address

Post town

County/Region

Postcode

Country

DX

Telephone



### Checklist

**We may return forms completed incorrectly or with information missing.**

**Please make sure you have remembered the following:**

- ☐ The company name and number match the information held on the public Register.
- ☐ You have attached the required documents.
- ☐ You have signed the form.



### Important information

**All information on this form will appear on the public record.**



### Where to send

**You may return this form to any Companies House address, however for expediency we advise you to return it to the address below:**

The Registrar of Companies, Companies House,  
Crown Way, Cardiff, Wales, CF14 3UZ.  
DX 33050 Cardiff.



### Further information

For further information please see the guidance notes on the website at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse) or email [enquiries@companieshouse.gov.uk](mailto:enquiries@companieshouse.gov.uk)

**This form is available in an alternative format. Please visit the forms page on the website at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)**

# **Progress Report to Creditors, Members and Directors of Handley-Petzing Entertainments Limited - in Liquidation**

Our Ref: 12957/N

Date: 30 Jun 2019

The Company was incorporated on 10 December 1980 under Company Number 01533783. It traded as Westway Cinema from the outset running this cinema in Frome, Somerset. It's registered office and location of central administration was at Westway Cinema, Cork Street, Frome, Somerset BA11 1BL, which was also the principal location for its operations. This was changed to my offices' address following my appointment.

I was appointed as Liquidator of the above-named Company on 19 April 2016.

I attach my summarised receipts and payments account to 18 April 2019 which shows a balance at bank of £632.91 as at the anniversary of the liquidation.

My Receipts and Payments Account is attached and is mostly self-explanatory.

## **RECEIPTS AND PAYMENTS**

### **Chattel Assets**

I refer creditors and members to the previous annual report and confirm that no further realisations have occurred in this last year.

### **The Premises Lease**

This was disclaimed and handed back in 2017.

### **Vehicle**

This was realised in the previous year.

### **Book Debts**

The business operates a cash business so there were no book debts.

### **Cash at Bank**

The Company was overdrawn and so there was no Cash at Bank to be realised.

### **Remuneration and Disbursements**

I was appointed by Members and Creditors in a physical meeting of members and then creditors at Dunkerton Parish Hall, The Hollow, Dunkerton, Bath on 19 April 2017. Creditors voted to approve my appointment and my fees as outlined, namely, on a time-charged basis, plus disbursements, plus VAT as Liquidator and that my firm's fees for assisting in the preparation of the Report to Creditors, holding the Meetings and work prior to my appointment should be £3,000 plus disbursements plus VAT. I have drawn fees as shown in the Receipts and Payments account and have paid the disbursements shown.

Detailed analyses of costs are on the attached notes for your information and reference.

For the information of Creditors, and in accordance with the Statement of Insolvency Practice 9, which is intended to keep Creditors aware of their rights to approve and monitor fees and explain the basis on which a Liquidator's fees is fixed, a breakdown of my time costs in this matter is attached together with my firm's current charge-out rates that applied up to the anniversary.

A detailed breakdown of my disbursements is also provided on the attached receipts and payments account and in the attached notes.

I consider the remainder of the receipts and payments to be self-explanatory.

### **CREDITORS**

In the original Directors' Report to Creditors, they were identified as being:

A preferential claim for an employee of £1,150 and unsecured claims of:

	£
PAYE	420.71
VAT	250.00
Employees	3,278.62
Trade and Expense Creditors	61,599.00

Formal acknowledgement of claims has not been undertaken currently as there will not be any funds to pay a dividend to any category of creditor.

### **EMPLOYEES**

The main employee claim has been presented rather belatedly to the Insolvency Service and, initially, was rejected. This was incorrect and, accordingly, I instructed a specialist firm to progress the claim for the employee. This was a protracted process as the claim was made out of time. However, after much persistence the employee claim was agreed and paid by the Redundancy Payments Office of the Insolvency Service ("RPO") during the latter part of the year ended 18 April 2019.

To protect the privacy of the sole employee claimant and, given that no dividend to creditors in this case will be made, details of the payment by the RPO are not being disclosed in this report.

### **REPORT ON CONDUCT OF DIRECTORS**

It is the duty of the Liquidator, pursuant to Section 6 of the Company Directors' Disqualification Act 1986, to submit a confidential report to the Insolvency Service on the conduct of the Directors during the three years prior to the Company being placed into Liquidation. I confirm this was done. However, the contents of this report remains confidential and cannot be disclosed.

### **VAT**

The final return will now be dealt with in the normal closure procedure manner.

### **CONCLUSION**

Once VAT matters are concluded, this case will be closed as soon as is practicable.

### **PERSONAL STATEMENT**

Fraser Frayne-Watt and Matthew Frayne would like to thank creditors and members for their patience and understanding in the delay in closing this case due to the concurrent ill health of Fraser and Matthew at the same time at the time when this case was scheduled to be reported on and closed. We apologise for this report's issue being delayed as a result. The closure report is now attached.

If you have any questions or require any further information, please contact me, Matthew Frayne, on (01761) 43 77 54.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Matthew Frayne', with a stylized flourish at the end.

**Matthew Thomas Colbourne Frayne, FIPA; FABRP**  
**LIQUIDATOR**  
Licensed by the Insolvency Practitioners Association  
Encs.

# HANDLEY-PETZING ENTERTAINMENTS LIMITED - IN LIQUIDATION

Receipts and Payments Account for the period from 19 April 2016 to 18 April 2019

	Per Est S of A £	Y.E. 18.4.18 £	Movement £	Y.E. 18.4.19 £
<b>RECEIPTS</b>				
Vehicle	400	300.00		300.00
Rates Rebate		53.89		53.89
Plant, Equipment & Stock	1,190	2,084.36		2,084.36
Gross Interest Received		0.72		0.72
VAT		302.00		302.00
	<b>1,590.00</b>	<b>2,740.97</b>	<b>-</b>	<b>2,740.97</b>
<b>PAYMENTS</b>				
Pre- Liquidation fee		-		-
Sales Agent's Fees and Commission		778.55		778.55
Bordereau		70.00		70.00
Employment Law Consultants		200.00		200.00
Room Hire		50.00		50.00
Mileage & Liquidator's expenses		24.88		24.88
Redirection of Post		350.00		350.00
Postage		39.11		39.11
Statutory Advertising		231.00		231.00
VAT Paid		147.97		147.97
VAT		216.55		216.55
		<b>2,108.06</b>	<b>-</b>	<b>2,108.06</b>
<b>BALANCE</b>		<b>632.91</b>	<b>-</b>	<b>632.91</b>
<b>CASH AT BANK</b>		<b>1,179.74</b>	<b>-</b>	<b>632.91</b>

## HANDLEY-PETZING ENTERTAINMENTS LIMITED - IN LIQUIDATION

Time cost analysis for the period from 19 April 2018 to 18 April 2019

		Insolvency Practitioner	Manager	Senior	Junior	Clerical
Charge Rate/Hour	from 28.10.16	360.00	240.00	180.00	120.00	75.00
Charge Rate/Hour	to 27.10.16	240.00	180.00	120.00	95.00	60.00

Estimated Hours

Type of Work	Insolvency Practitioner	Manager	Senior	Junior	Clerical	Total Hours	Time Cost £	Average Hourly Rate	Notes
Administration & Planning						-	-		1
Enquiries & Investigations						-	-		3
Asset Realisation						-	-		4
Trading						-	-		
Creditors, Dividends and Reports	8.00					8.00	2,880.00	360.00	2 & 5
Accounting & Cashiering	1.00					1.00	360.00	360.00	
Statutory Compliance						-	-		2
Clerical						-	-		
<b>Total Hours</b>	<b>9.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9.00</b>	<b>3,240.00</b>	<b>360.00</b>	
<b>Total Estimated Fees</b>	<b>3,240.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,240.00</b>			

Time is recorded and charged in 6 minute units

Further information about how the estimated hours have been calculated, itemised and accounted for is available on request

## HANDLEY-PETZING ENTERTAINMENTS LIMITED - IN LIQUIDATION

Time cost analysis for the period from 19 April 2016 to 18 April 2019

		Insolvency Practitioner	Manager	Senior	Junior	Clerical
Charge Rate/Hour	from 28.10.16	360.00	240.00	180.00	120.00	75.00
Charge Rate/Hour	to 27.10.16	240.00	180.00	120.00	95.00	60.00

Estimated Hours

Type of Work	Insolvency Practitioner	Manager	Senior	Junior	Clerical	Total Hours	Time Cost £	Average Hourly Rate	Notes
Administration & Planning	14.40					14.40	3,216.00	223.33	1
Enquiries & Investigations	0.60					0.60	144.00	240.00	3
Asset Realisation	1.80					1.80	432.00	240.00	4
Trading						-	-		
Creditors, Dividends and Reports	12.60			2.50		15.10	6,333.50	419.44	2 & 5
Accounting & Cashiering	3.90			1.10		5.00	1,160.50	232.10	
Statutory Compliance						-	-		2
Clerical						-	-		
<b>Total Hours</b>	<b>33.30</b>	<b>-</b>	<b>-</b>	<b>3.60</b>	<b>-</b>	<b>36.90</b>	<b>11,286.00</b>	<b>305.85</b>	
<b>Total Estimated Fees</b>	<b>10,944.00</b>	<b>-</b>	<b>-</b>	<b>342.00</b>	<b>-</b>	<b>11,286.00</b>			

Time is recorded and charged in 6 minute units

Further information about how the estimated hours have been calculated, itemised and accounted for is available on request

## HANDLEY-PETZING ENTERTAINMENTS LIMITED - IN LIQUIDATION

Estimated Expenses

Sales Agents - BCVA

Solicitors

Employment Rights Claims Company - ERA Solutions

Office Holder's Expenses Category 1

Bond

Companies House Fees

Redirection of Post

Room Hire

Advertising

Postage Printing & Stationery

Office Holder's Expenses Category 2

Business Mileage and Direct Expenses

Postage Printing & Stationery

£	
778.55	7
-	8
200.00	8
70.00	9
-	11
350.00	13
50.00	12
231.00	10
39.11	13
24.88	12
-	13
<b>1,743.54</b>	



# **Handley-Petzing Entertainments Limited in Liquidation**

## **Notes to the Estimated Remuneration and Expenses**

### **Time Cost**

#### **1. Administration and Planning**

This category includes time spent in devising an appropriate strategy for the case and giving instructions to the staff to undertake the work, followed by periodic reviews. It also includes some work that is required by law, such as advertising the Liquidator's appointment and ensuring the case is bonded (statutory insurance). Work in this category will include strategic decisions that must be made by me, or my senior staff, and administrative tasks that can be completed by more junior staff within my firm.

In this case the work includes: initial strategy, creating the case file on internal systems, generating correspondence with relevant parties, statutory advertising and bonding requirements and filings with Companies House. It also includes practical time related to investigatory matters.

#### **2. Reporting**

It was not obvious how long this case would take to complete. Accordingly, it was not easy to predict how many annual reports would be required. Reports are generally written by senior staff and me and reviewed by me. They are then usually processed and despatched by junior staff.

#### **3. Enquiries and Investigations**

The Liquidator must take control of the Company's records, accounts and, if applicable, inventory and review them to establish if they reveal any possible additional recovery actions. The Liquidator reports on the conduct of the Company and its Directors. This report is normally strictly confidential to the Insolvency Service. This report was done in 2016.

#### **4. Realisation of Assets**

The Company in this case had the opportunity to sell the cinema and office equipment and plant in the cinema to a successor business if one could be found, which proved not to be the case, so assets sold had to be removed and sold at auction or in private treaty by the agent. Some assets proved to be large and not readily moveable so, because of the costs related to them were of limited net value.

#### **5. Creditors**

The Company had several creditors which have been invited to submit claims.

#### **6. Employees**

The Company had, one independent employee. The claim was made out of time and initially rejected by the Redundancy Payments Office of the Insolvency Service. However, with the assistance of a specialist firm this was challenged by my office as being incorrect. The cost of this was paid from the asset realisation funds and was an un-anticipated additional expense.

### **Expenses**

#### **7. Agents**

The Company employed Messrs BCVA, Auctioneers to deal with the valuation of the chattel assets and arrange their sale.

## **8. Solicitors and Employment Rights Specialists**

The Liquidator did not employ the services of solicitors.

The Liquidator did employ the services of ERA Solutions to deal with the employee claim to ensure the appeal and processing of the late claim was made successfully.

## **9. Bond**

I am required by law to bond the assets of the estate; this is normally called the Bordereau. This premium is an expense which is properly deductible from the Company's assets.

## **10. Advertising**

I am required by law to advertise my appointment and certain other matters in the London Gazette in a standard format.

## **11. Companies House Fees**

Where searches are required, fees are paid at cost and recovered at cost if incurred.

## **12. Room Hire**

The Liquidator hired the parish hall at Dunkerton, Near Bath for the original Members' and Creditors' Meetings called under Section 98 of the Insolvency Act 1986.

## **13. Redirection of Post**

Post was redirected to my office for a period of time.

## **Category 1 and 2 Disbursement charging policy**

### **13. Business Mileage**

Business mileage was charged at the prevailing HMRC agreed rate of 45p/mile plus VAT where applicable. The firm charging policy was changed in 2017 to increase this to 60p/mile to reflect increasing costs.

### **14. Postage, Printing and Stationery**

This is charged as a category 1 (cost only) item for specific case related postages and stationery. There is no general provision for post that cannot be case-specifically identified. I reserve the right to charge a general charge fee for this as outlined in my notes in my Creditors' Guide to Fees and Expenses, but, in practice, this is not, normally done and has not been in this case; only postage, copying and stationery recovery at cost, where identifiably specific to this case, has occurred.

## **PRICE STERLING INSOLVENCY PRACTITIONERS**

### **CREDITORS' GUIDE TO FEES & EXPENSES**

#### **TIME COST AND CHARGES OUT RATES**

Time is recorded in units of 0.10 of an hour (i.e. 6 minute units). Charge out rates with effect from 22 April 2016 were as follows:

Office Holder	£240
Director/Manager	£180
Senior Administrator	£180
Case Administrator	£95
Admin Assistant	£65

My fees had not been increased for many years, accordingly, my charge out rates to reflect national cost changes were increased from 28 October 2016 to:

Office Holder	£360
Director/Manager	£240
Senior Administrator	£180
Case Administrator	£120
Admin Assistant	£75

All charge out rates are subject to periodic review. Any material amendments to charge out rates shall be advised to Creditors (or the Creditors' Committee, if appropriate) in subsequent statutory reports. Time spent by support staff for carrying out shorter tasks, such as dealing with post, is not charged to cases but is carried out as an overhead. Only where a significant amount of time is spent at one time on a case is a charge made for support staff. Time is recorded in units of 0.10 of an hour (i.e. 6 minute units).

Matters of particular complexity requiring responsibility of an exceptional kind will be dealt with by the Insolvency Practitioner personally, or his senior staff or where their superior knowledge and experience will mean that this will be more time and cost effective. Where possible, and in order to maximise cost effectiveness of the work performed, the routine administration of the case is carried out by administrators under the supervision of the Insolvency Practitioner.

All charge-out rates are subject to periodic review. Any material amendments to charge-out rates shall be advised to Creditors (or the Creditors' Committee, if appropriate) in subsequent statutory reports.

The expected work involved in this assignment will mainly relate to the following:

#### **Administration and Planning**

This represents the work that is involved in the routine administrative functions of the case by the Office Holder and his staff, together with the control and supervision of the work done on the case by the Office Holder. It does not give direct financial benefit to the Creditors, but has to be undertaken by the Office Holder to meet the set requirements under the insolvency legislation and regulation. Tasks under this heading will include, but not be limited to, the following:

- Case Planning
- Administrative set up
- Maintenance of records
- Estate accounting, where not listed under Cashiering
- Obtaining a specific penalty bond and quarterly reviews
- Post appointment VAT compliance
- Post appointment Corporation Tax compliance

- Scheduling company's books and records
- Undertaking case progression review and general management of case
- Routine correspondence and e-mails

### **Investigation 7**

The insolvency legislation gives the Office Holder powers to take recovery action in respect of what are known as antecedent transactions, where assets have been disposed of prior to the commencement of the insolvency procedure (and also in respect of matters such as misfeasance and wrongful trading). The Office Holder is required by the Statements of Insolvency Practice to undertake an initial investigation in all cases to determine whether there are potential recovery actions for the benefit of creditors. If potential recoveries or matters for further investigation are identified, then the Office Holder will need to investigate them in detail and to bring recovery actions where necessary. Such recovery actions will be for the benefit of the Creditors.

The Office Holder is also required by legislation to report to the Department for Business, Energy and Industrial Strategy on the conduct of the Directors. The work to enable them to comply with this statutory obligation is of no direct benefit to the Creditors, although it may identify potential recovery actions. Tasks under this heading will include, but not be limited to, the following:

- Recovering the books and records and reviewing the same
- Review and compliance with Statement of Insolvency Number 2 (SIP 2)
- Sending out questionnaires to Director(s) and reviewing the same once completed.
- Review and identify potential asset recoveries by seeking and obtaining information from relevant third parties, such as banks, accountants, solicitors etc
- Taking actions for recovery if any potential assets are identified
- Report to the Department for Business, Energy and Industrial Strategy in accordance with the Company Directors Disqualification Act 1986 ("CDDA").

### **Realisation of Assets**

This is the work that needs to be undertaken to realise the known assets in the case. If this work is undertaken, the Office Holder anticipates that the assets will realise the estimated to realise amounts provided to Creditors. Such realisations will be for the benefit of the Creditors. Tasks under this heading will include, but not be limited to, the following:

- Review Statement of Affairs, accounts and books and records, together with communications with Directors and other third parties to identify the assets of the company
- Insurance of assets and regular monitoring on its continued suitability (covered by the agent in this case)
- Liaising with agents to realise assets, namely Messrs BCVA
- Dealing with Reservation of Title claims if they arise
- Dealing with the realisation or disclaimer of leasehold property
- Agreement of Directors' Loan Account, if appropriate, and collection
- Liaising with secured creditors over the realisation of the assets subject to a mortgage or other charge, where applicable.

### **Creditors**

Claims of Creditors - the Office Holder needs to maintain up to date records of the names and addresses of creditors, together with the amounts of their claims as part of the management of the case, and to ensure that notices and reports can be issued to the creditors. The Office Holder will also have to deal with correspondence and queries received from creditors regarding their claims and dividend prospects as they are received. The Office Holder is required to undertake this work as part of his statutory functions.

Dividends - the Office Holder has to undertake certain statutory formalities in order to enable him to pay a dividend to Creditors. This includes writing to all Creditors who have not lodged proofs of debt, and reviewing the claims and supporting documentation lodged by Creditors in order formally to agree their claims, which may involve requesting additional information and

documentation from the Creditors concerned. In this case there is no prospect of a dividend to Creditors.

Tasks under this heading will include, but not be limited to, the following:

- Communication with Creditors by email, post or telephone
- Processing Creditors' claims and maintaining up to date creditor information (including employees and any preferential creditors)
- Requesting additional information from Creditors in support of their proof of debt
- Liaison with Redundancy Fund, where applicable
- Dealing with pre-appointment taxation issues relating to VAT, PAYE/NI, CIS and Corporation tax
- Adjudicating Creditors' claims
- Assisting employees with their claims

### **Statutory Matters**

The Office Holder is obliged to follow various statutory and regulatory obligations. It does not give direct financial benefit to the Creditors, but has to be undertaken by the Office Holder to meet their requirements under the insolvency legislation and the Statements of Insolvency Practice, which set out required practice that Office Holders must follow. Tasks under this heading will include, but not be limited to, the following:

- Completion of and filing statutory appointment documents at Companies House
- Arranging statutory advertising in London Gazette
- Notifications to HM Revenue & Customs re appointment and submission of VAT769
- Obtaining a specific penalty bond and quarterly reviews
- Submission of annual and final draft progress reports to members and creditors
- Submission of annual progress report and return to Companies House
- Holding final meetings of members and creditors
- Submission of a final return to Companies House

### **FEE PROPOSAL**

A resolution was put to the Meeting of Creditors that the Liquidator's fee will be on a time charged basis. The time charged basis was recommended due to the complexity of this case. In addition to the normal compliance matters, liquidations with realisable assets involve considerable additional work both in dealing with the realisation of those assets and also with dealing with creditors which are generally of a higher value and volume. The latter will also involve adjudication of claims and, in theory, payments of dividends, although that seems unlikely in this case. Therefore, it is considered that the time charged basis is an appropriate, reasonable and commensurate reflection of the work likely to be carried out by the Liquidator. It is standard that the fees will be drawn as soon as funds allow after payment of the Statement of Affairs fee and the Liquidator's category 1 & 2 disbursements.

### **EXPENSES & DISBURSEMENT COSTS**

Where the Insolvency Practitioner in the firm acts as office-holder of an insolvent estate, the firm will seek to re-charge these costs (plus VAT where applicable). In such cases, to comply with Statement of Insolvency Practice 9 (SIP9), the standard disbursement cost and expense re-charge calculations will be based upon the firm's standard policy which is as follows:

#### **Category 1 Disbursements**

This relates to expenditure directly related to a particular insolvent estate. These expenses are re-charged to the individual case at cost as they are incurred. Creditor approval is not required for Category 1 disbursements. Examples of category 1 disbursements are statutory advertising, specific bond insurance, accommodation and external meeting room hire.

## Category 2 Disbursements

This relates to expenditure which may be directly related to the insolvent estate, or where the costs is apportioned or allocated over a number of such cases and estimates are used in the calculation. Such disbursements require creditor approval.

Photocopier/Paper:	Normally, expenses covering all stationery and printing, including notices to creditors and contributories of the first meeting of creditors and contributories, are charged £175 where the number of creditors and contributories does not exceed 25. A supplement of £40 will be charged for every additional 10 creditors or part thereof. Where any subsequent or annual meeting of creditors and contributories is held, or any annual or final report is issued, the charges are £155 and £35 respectively. This fee will only be charged if calculable in a time-cost effective manner, accordingly, it is not proposed to charge for this on this case other than, if feasible to calculate exactly the cost, for the cost of stationary.
Travel:	Mileage and motor expenses are charged at a combined rate of 45p per mile plus VAT where applicable. Note this was increased with my fee rates to 60p/mile from October 2016.
Storage/Destruction:	Storage of books and records is charged quarterly at a rate of £5 per box if required. An advanced charge for the destruction of books and records will be charged at £7.50 per box, funds permitting.
Room Hire:	For each statutory meeting of creditors a charge of £50 for these particular premises, or the third party's charge, per meeting is made in respect of room hire for external meetings not held on the practice business premises. There is no charge for meetings held via the internet.

All the above costs are subject to periodic review. Any material amendments to costs shall be advised to Creditors (or the Creditors' Committee, if appropriate) in subsequent statutory reports.

## ESTIMATED DISBURSEMENT COSTS

The estimated disbursements (plus VAT where applicable) in respect of this case are as follows:

### Category 1 Disbursements

	<b>Budgeted</b>	<b>Actual</b>
Statutory Advertising:	£320.00	£231.00
Statutory Bonding:	£70.00	£70.00
Postal Redirection:	£360.00	£360.00
Postage:	£20.00	£39.11
Companies House Searches:	£10.00	£Nil
Valuers' fee	£20% of realisations	£778.55
Employment Rights Agent	£Nil	£200.00

### Category 2 Disbursements

Photocopier/Paper/Fax:	£50.00	£Negligible
Storage:	£uncertain	£Nil
Room Hire:	£50.00	£50.00
<b>Total Estimated Disbursements</b>	<b>£880.00 plus VAT</b>	<b>£1,728.66 plus VAT</b>

## **ADDITIONAL NOTES**

Creditor guides: Please contact the office for a Creditors' Guide to Insolvency Practitioners' fees if required.

All the above costs are subject to amendment by the firm at any time, and if amended will be notified annually.

## **FURTHER INFORMATION**

Price Sterling  
Portland House  
Mansfield Road  
Rotherham  
South Yorkshire  
S60 2DR

Tel: 01761 43 77 54  
Fax: N/A  
Website: [www.pricesterling.co.uk](http://www.pricesterling.co.uk)  
E-mail: [matthew.frayne@pricesterling.co.uk](mailto:matthew.frayne@pricesterling.co.uk)