

AM03

Notice of administrator's proposals



Companies House

For further information, please
refer to our guidance at
www.gov.uk/companieshouse

1 Company details

Company number 0 5 3 9 8 2 6 4

Company name in full Pro-Motion Hire Limited

→ Filling in this form

Please complete in typescript or in
bold black capitals.

2 Administrator's name

Full forename(s) Andrew

Surname Watling

3 Administrator's address

Building name/number Office D

Street Beresford House

Post town Town Quay

County/Region Southampton

Postcode S O 1 4 2 A Q

Country

4 Administrator's name ①

Full forename(s) Duncan

Surname Beat

① Other administrator

Use this section to tell us about
another administrator.

5 Administrator's address ②

Building name/number High Holborn House

Street 52-54 High Holborn

Post town London

County/Region

Postcode W C 1 V 6 R L

Country

② Other administrator

Use this section to tell us about
another administrator.

AM03

Notice of Administrator's Proposals

6

Statement of proposals



I attach a copy of the statement of proposals

7

Qualifying report and administrator's statement ^①



I attach a copy of the qualifying report



I attach a statement of disposal

^① As required by regulation 9(5) of The Administration (Restrictions on Disposal etc. to Connected Persons) Regulations 2021)

8

Sign and date

Administrator's
Signature

Signature



Signature date

^d

1

^d

3

^m

0

^m

2

^y

2

^y

0

^y

2

^y

3

AM03

Notice of Administrator's Proposals



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	James Pike
Company name	Quantuma Advisory Limited
Address	Office D Beresford House
Post town	Town Quay
County/Region	Southampton
Postcode	S O 1 4 2 A Q
Country	
DX	info@quantuma.com
Telephone	02380336464



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 and dated 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 or email 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

Pro-Motion Hire Limited (In Administration)

The Joint Administrators' Statement of Proposals

In the Business and Property Courts in England & Wales Reference No.
CR-2023-000338

Pro-Motion Hire Limited (In Administration)

THE JOINT ADMINISTRATORS' STATEMENT OF PROPOSALS

Andrew Watling and Duncan Beat
Joint Administrators

Quantuma Advisory Limited

Office D, Beresford House, Town Quay, Southampton, SO14 2AQ

02380336464

Disclaimer Notice

- This Statement of Proposals has been prepared by Andrew Watling and Duncan Beat, the Joint Administrators of Pro-Motion Hire Limited, solely to comply with their statutory duty under Paragraph 49 of Schedule B1 of the Insolvency Act 1986 and for no other purpose. It is not suitable to be relied upon by any other person, or for any other purpose, or in any other context.
- Any estimated outcomes for creditors included in this Statement of Proposals are illustrative only and cannot be relied upon as guidance as to the actual outcomes for creditors.
- Any person that chooses to rely on this document for any purpose or in any context other than under Paragraph 49 of Schedule B1 of the Insolvency Act 1986 does so at their own risk. To the fullest extent permitted by law, the Joint Administrators do not assume any responsibility and will not accept any liability in respect of this Statement of Proposals.
- The Joint Administrators act as agent for Pro-Motion Hire Limited and contract without personal liability. The appointment of the Joint Administrators is personal to them and, to the fullest extent permitted by law, Quantuma Advisory Limited does not assume any responsibility and will not accept any liability to any person in respect of this Statement of Proposals or the conduct of the Administration.

The Joint Administrators' Statement of Proposals

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The Joint Administrators' Statement of Proposals

1. Executive Summary

- 1.1 This Statement of Proposals is being delivered to creditors on 9 February 2023.
- 1.2 On 02 February 2023, Andrew Watling and Duncan Beat of Quantuma Advisory Limited were appointed Joint Administrators of the Company following the filing of a Notice of Appointment of Administrators by the Director.
- 1.3 The Joint Administrators are currently pursuing the second statutory objective of 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).
- 1.4 A summary of the current and anticipated future positions are detailed below.

Assets

Asset	Realisations to date	Anticipated future realisations	Total anticipated realisations
Goodwill	40,000	-	40,000
Hire Purchase Surplus	25,000	-	25,000
Equipment, Fixtures & Fittings	8,000	-	8,000
Hire Stock	152,000	-	152,000
Debtors	-	63,998	63,998

Expenses

Expense	Expense incurred to date	Anticipated further expense	Total anticipated expense
Joint Administrators' pre-appointment fees	40,000	-	40,000
Pre-Appointment Legal Fees	12,055	-	12,055
Post-Appointment Legal Fees	-	1,500	1,500
Agent's Fees	20,157	-	20,157
Accountants Fees	-	750	750
Joint Administrators' post-appointment fees	5,375	24,987	30,362
Joint Administrators' Disbursements	-	715	715

Dividend prospects

Creditor class	Distribution dividend paid to / date	Anticipated distribution dividend /
Secured creditor (fixed charge)	None	3.9 pence in the £
Secured creditor (floating charge)	None	4.7 pence in the £
Preferential creditors	n/a	n/a
Secondary preferential creditors	None	100 pence in the £
Unsecured creditors	None	1.7 pence in the £

- 1.5 The main work remaining to be done to conclude the Administration is the receipt of funds from solicitors in respect of the sale proceeds, the payment of costs of the Administration, the collection of outstanding book debts due to the Company and the distribution of funds to creditors in accordance with the order of priorities.
- 1.6 The Administration is expected to be concluded in circa 12 months by exiting to dissolution.

The Joint Administrators' Statement of Proposals

1.7 Definitions of the terms used in this Proposal are provided in Appendix I.

2. Background to the Company

2.1 The business was established in March 2005 and the principal activity of the Company was the provision of camera and lighting equipment to the film and television industry. It traded from premises at Studio 008 The Sharp Project, Thorp Road, Manchester M40 5BJ and Unit 13 Shield Drive, West Cross Industrial Estate, Brentford TW8 9EX.

2.2 The Company had seen increasing net profit during the years ending 31 December 2018 and 2019.

2.3 The Covid-19 pandemic had a considerable adverse impact of the Company's trading and the Company made a significant net loss in the year ended 31 December 2020. Both of the Company's largest customers had ceased trading for the majority of 2020 as a result of the Government's work from home guidance.

2.4 The Company's financial position has recovered since the pandemic, although not to pre-Covid levels. In particular during 2022, the Company has seen heightened periods of slow trade around school holidays and unforeseen events such as the Queen's passing, industrial action and adverse weather conditions.

2.5 Statutory information on the Company and extracts from the most recent accounts are provided at Appendix II. Please note that this information has not been verified by the Joint Administrators or by Quantuma Advisory Limited.

3. Events Leading to the Administration

3.1 Quantuma Advisory Limited were first approached by the Company on 28 December 2022 and subsequently instructed on 5 January 2023.

3.2 No Moratorium under Part A1 of the Act has been in force for the Company at any time within the period of 2 years ending with the day on which it entered Administration.

3.3 Attached at Appendix III is an account of the work undertaken prior to the Joint Administrators' appointment and the costs associated with that work.

3.4 These proceedings are COMI proceedings.

3.5 In compliance with the data protection legislation, creditors, employees, shareholders, directors and any other stakeholder who is an individual (i.e not a corporate entity) in these insolvency proceedings is referred to the Privacy Notice in respect of Insolvency Appointments, which can be found at this link <http://www.quantuma.com/legal-notices>.

Ethical Considerations

3.6 Prior to the Joint Administrators' appointment, a review of ethical issues was undertaken and no ethical threats were identified. A further review has been carried out and no threats have been identified in respect of the management of the insolvency appointment to date.

4. The Objective of the Administration

4.1 Administrators must perform their functions with the objective of:

The Joint Administrators' Statement of Proposals

- rescuing the company as a going concern;
 - or if that is not possible, then achieving a better result for the creditors as a whole than would be likely to be achieved if the company were wound up (without first being in Administration);
 - or if that is not possible, realising property in order to make a distribution to one or more secured or preferential creditors.
- 4.2 The Joint Administrators would comment that due to a lack of working capital, the Joint Administrators did not consider it possible to restructure the existing business or propose a Company Voluntary Arrangement.
- 4.3 The second objective is normally achieved by means of a sale of the business and assets as a going concern or a more orderly sales process than in liquidation.
- 4.4 The Joint Administrators would comment that the Administration has enabled a sale of the business and assets to be achieved and will also enable a more secure book debt collection as well as providing an interim moratorium against creditor action.
- 4.5 A detailed account of how the Joint Administrators have sought to achieve the objective of the Administration is set out below.

5 Events Since the Joint Administrators' Appointment

- 5.1 Immediately upon appointment, the Joint Administrators undertook a review of the Company's affairs with particular regard to its financial and resource requirements. This assessment was carried out in liaison with the remaining management of the Company.

The Sale of the Company's Business and Assets

- 5.2 The Joint Administrators concluded a pre-pack sale of the Company's business and assets. Information relating to this sale is attached at Appendix IV. The sale consideration of £225,000 has been received in full.

Sales to Connected Parties

- 5.3 There have been no transactions with connected parties.

Other Steps Taken as Regards Assets

- 5.4 On the Joint Administrators' appointment, the value of the Company's sales ledger was £85,331. On appointment, the Joint Administrators arranged for the collection of all documentation to support the outstanding sales ledger. The Joint Administrators will shortly commence efforts to collect the outstanding book debts.
- 5.5 It is anticipated that some debtors will also be creditors of the Company and will apply set off. For the purposes of the proposals it is estimated that 50% of the book debts will be recoverable.
- 5.6 The Joint Administrators made immediate contact with the Company's bankers in order to freeze the Company's bank accounts and to request the transfer of any credit balances to the Joint Administrators' control. I would comment that it is understood there was no credit balance, although this will be confirmed once a response is received from the bank.

The Joint Administrators' Statement of Proposals

Steps Taken as Regards Creditors

- 5.7 Immediately following the appointment of the Joint Administrators, the purchaser of the business and assets advised employees of the Joint Administrators' appointment. Staff were briefed with regards to the Administration and informed that a sale of the business and assets had been completed to Pixipixel Rental Ltd. Staff were then informed that their employment had been transferred under TUPE and they were referred to the relevant contact from Pixipixel Rental Ltd.
- 5.8 Additionally the Joint Administrators' staff shall undertake a review of the Company's pension arrangements and make the statutory notifications required to The Pensions Regulator and The Pension Protection Fund. Steps will be taken to wind up the scheme and a claim for unpaid contributions will be submitted to the RPO on the behalf of the employees, if applicable.
- 5.9 The Joint Administrators' staff have handled creditors' queries as they have arisen, which has included telephone calls and correspondence.

Instruction of Specialists

- 5.10 When instructing third parties to provide specialist advice and services or having the specialist services provided by the firm, the Joint Administrators are obligated to ensure that such advice or work is warranted and that the advice or work contracted reflects the best value and service for the work undertaken. The firm reviews annually the specialists available to provide services within each specialist area and the cost of those services to ensure best value. The specialists chosen usually have knowledge specific to the insolvency industry and, where relevant, to matters specific to this insolvency appointment. Details of the specialists specifically chosen in this matter are detailed later in this report.
- 5.11 The Joint Administrators' legal advisors advised in respect of all legal issues arising on the sale of business and assets and have been assisting the Joint Administrators with matters arising in the Administration.
- 5.12 Legal advice has been required in relation to the Company's leasehold interest. Pixipixel Rental Ltd was granted a licence to occupy each of the Company's leasehold premises on completion of the sale of business and assets whilst consent is obtained from the landlords for the assignment of the leases. The Joint Administrators have instructed their legal advisers to manage the assignment of leases and this process is ongoing.
- 5.13 To advise on appropriate legal matters and to prepare required legal documentation, the Joint Administrators instructed Irwin Mitchell LLP, a firm of lawyers with the appropriate expertise and experience in dealing with these types of Administrations.
- 5.14 In addition, SIA Group Asset Ingenuity Ltd, a firm of chattel agents, was instructed by the Joint Administrators to undertake inventories and valuations of the Company's chattels and intangible assets where appropriate. The agents also advised on the best method of disposal of those assets and assisted in their disposal, as well as assisted with claims of retention of title and security.
- 5.15 The basis upon which the professional fees above have been agreed is outlined in the Explanatory Notes to the Joint Administrators' Expenses Estimate at Appendix VIII. All charges will be reviewed by the Joint Administrators' staff before being approved for payment.

The Joint Administrators' Statement of Proposals

Investigation into the Company's Affairs Prior to the Administration

5.16 The Joint Administrators have commenced a review of the Company's trading activities in order to establish whether or not there are actions that may be taken for the benefit of the Administration and consequently to enable a report to be submitted to the Insolvency Service on the conduct of the Company's directors.

5.17 Should any creditor have any concerns about the way in which the Company's business has been conducted or information on any potential recoveries for the estate, they are invited to bring them to the attention of the Joint Administrators as soon as they are able.

6. The Statement of Affairs and the Outcomes for Creditors

6.1 To date, the directors have not submitted a signed Statement of Affairs, although they are currently in the process of drafting this. The Estimated Financial Position of the Company, together with a list of creditors, is attached at Appendix V. These details have been extracted from the Company's records and therefore no warranty can be given to the accuracy of the details given. The Joint Administrators have not carried out any work of the nature of an audit on the information.

6.2 In accordance with the standard format of a Statement of Affairs, no provision has been made in the Statement for the costs of the Administration.

Prospects for creditors

6.3 Attached at Appendix VI is the Joint Administrators' receipts and payments account for the period from 2 February 2023 to 8 February 2023. Although not currently shown on the receipts and payments account, the sale consideration of £225,000 is currently held by the Joint Administrators' solicitor.

6.4 Attached at Appendix VII is an Estimated Outcome Statement, which illustrates the anticipated outcomes for creditors. It sets out the total anticipated realisations and the financial benefit that the work undertaken by the Joint Administrators is expected to generate for creditors.

Secured Creditors

The Company's Bank debt at the date of the appointment of the Joint Administrators, and as set out in the Statement of Affairs, can be summarised as follows:

	£
CBILS Loan	565,417
Total	565,417

Preferential Claims

The Joint Administrators do not anticipate any preferential claims being received.

Secondary Preferential Claims

HMRC are expected to have a secondary preferential claim in respect of PAYE and VAT totalling £117,943.

HMRC's claim has not yet been received.

The Joint Administrators' Statement of Proposals

- 6.5 The Act requires administrators to make a prescribed part of the company's net property, which is the balance remaining after discharging the preferential and secondary preferential claims but before paying the floating charge-holder, available for the satisfaction of unsecured debts.
- 6.6 As indicated on the Estimated Outcome Statement at Appendix VII, the net property is estimated to be £36,968, which would result in an estimated prescribed part of £10,394. Please note that the value of the prescribed part is only an estimate and is subject to change.
- 6.7 The Joint Administrators do not propose to make an application to court under Section 176A(5) of the Act to disapply the prescribed part provisions, because the Joint Administrators intend to distribute the prescribed part in the event that the net property exceeds £10,000.
- 6.8 In summary, it is anticipated that there will be sufficient funds to pay a distribution to the secondary preferential creditors and unsecured creditors.

7. The Joint Administrators' Fees

- 7.1 The Joint Administrators propose to fix their fees on the following basis:
- (i) the time properly given by the Joint Administrators and their staff in attending to matters arising in the Administration, such time to be charged at the prevailing standard hourly charge out rates used by Quantuma Advisory Limited at the time the work is performed as outlined in the Joint Administrator's Fee Estimate up to a limit of £30,362.05 (plus VAT);
- 7.2 Attached at Appendix VIII is the Joint Administrators' Fees Estimate together with explanatory notes. Attached at Appendix IX is a breakdown of the time costs incurred in the Administration to 8 February 2023 and the charge-out rates of the Joint Administrators and their staff are provided at Appendix X.
- 7.3 The Estimated Outcome Statement at Appendix VII provides an overview of the financial benefit that this work is expected to bring to creditors.
- 7.4 Creditors may access a Guide to Administrators' Remuneration effective from 1 April 2021 at <http://www.quantuma.com/guide/creditors-guide-fees> or a hard copy will be provided on request free of charge.

8. The Joint Administrators' Expenses

- 8.1 Attached at Appendix VIII are details of the expenses that the Joint Administrators expect to incur in the Administration.

9. The Joint Administrators' Discharge

- 9.1 The Act requires that the timing of the Joint Administrators' discharge from liability will be decided by the secured and preferential creditors. The Joint Administrators propose that this discharge will take effect when their appointment ceases to have effect and a decision will be sought in respect of this.

The Joint Administrators' Statement of Proposals

10. Approval Process

Approval of the Statement of Proposals

10.1 Attached at Appendix XI is a summary of the Joint Administrators' Statement of Proposals. For further information on how the Company's affairs will continue to be managed, if these Proposals are approved, please refer to Appendix VIII, which sets out in detail what further work the Joint Administrators propose to undertake.

10.2 The Joint Administrators think that the Company has insufficient property to enable a distribution to be made to unsecured creditors (other than by virtue of Section 176A(2)(a) of the Act.

Therefore, pursuant to Paragraph 52(1)(b) of Schedule B1 of the Act, the Joint Administrators are not required to seek creditors' approval of the Statement of Proposals.

10.3 Notwithstanding this, the Joint Administrators shall be required to seek a creditors' decision on whether to approve the Statement of Proposals, if it is requested by creditors whose debts amount to at least 10% of the Company's total debts. Such request must be delivered to the Joint Administrators within 8 business days from the date on which the Statement of Proposals was delivered. Security must be given for the expenses of seeking such a decision.

10.4 If no decision is requested, the Statement of Proposals will be deemed to be approved pursuant to Rule 3.38(4) of the Rules.

Other Decisions

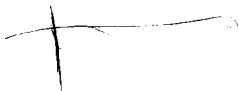
10.5 The Joint Administrators are inviting the secured and preferential creditor to decide on the following matters:

- The timing of the Joint Administrators' discharge from liability;
- The basis on which the Joint Administrators' fees shall be fixed;
- The approval of the unpaid pre-Administration costs;
- The approval of the basis of Category 2 expenses.

10.6 To assist those creditors who are requested to vote on these matters, the relevant forms have been provided under separate cover.

Should you have any queries in regard to any of the above please do not hesitate to contact James Pike on 02382 357 958 or by e-mail at James.Pike@quantuma.com.

Dated this 8 February 2023


Duncan Beat
Joint Administrator

Andrew Watling and Duncan Beat were appointed Joint Administrators of Pro-Motion Hire Limited on 02 February 2023. The affairs, business and property of the Company are managed by the Joint Administrators. The Joint Administrators act as agents of the Company and contract without personal liability.

The Joint Administrators' Statement of Proposals

Appendix I: Definitions

The Act	The Insolvency Act 1986
The Rules	The Insolvency (England & Wales) Rules 2016
The Statement of Proposals	The Statement of the Joint Administrators' Proposals prepared pursuant to Paragraph 49(1) of Schedule B1 of the Act
The Joint Administrators	Andrew Watling and Duncan Beat
The Company	Pro-Motion Hire Limited (in Administration)
The Court	Business and Property Courts in England & Wales
EBIT	Earnings before interest and tax
SPA	Sale & Purchase Agreement
RPO	The Redundancy Payments Office
HMRC	HM Revenue & Customs
ROT	Retention of Title
EOS	Estimated Outcome Statement
PP or Prescribed Part	The Prescribed Part of the Company's net property subject to Section 176A of the Act
QFCH	Qualifying Floating Charge Holder
SIP	Statement of Insolvency Practice (England & Wales)
TUPE	Transfer of Undertakings (Protection of Employment) Regulations

The Joint Administrators' Statement of Proposals

Appendix II: Statutory and Financial Information

Company name	Pro-Motion Hire Limited
Previous name(s)	None
Trading name(s)	None
Proceedings	In Administration
Court	Business and Property Courts in England & Wales
Court reference	CR-2023-000338
Date of appointment	02 February 2023
Appointed by	The Director
Joint Administrators	Andrew Watling and Duncan Beat Quantuma Advisory Limited Office D, Beresford House, Town Quay, Southampton, SO14 2AQ
Statement required by Paragraph 100(2) of Schedule B1 of the Act	The Joint Administrators are authorised to carry out all functions, duties and powers by either one or by both of them
Registered office	c/o Quantuma Advisory Limited, Office D, Beresford House, Town Quay, Southampton, SO14 2AQ
Company number	05398264
Incorporation date	18/03/2005
Company Secretary at date of appointment	Duncan Martin
Directors at date of appointment	Duncan Martin
Directors' / Secretary's shareholdings	3,000 out of 5,682 ordinary shares

The Joint Administrators' Statement of Proposals

Summary Profit and Loss Account

	Management Accounts for year to 31 December 2022 £	Filed Accounts for year to 31 December 2021 £	Statutory Accounts for year to 31 December 2020 £
Turnover	2,593,497	2,707,570	1,927,246
Cost of Sales	(588,983)	(480,211)	(312,659)
Gross Profit	2,004,513	2,227,359	1,614,587
Gross Margin %	77.29%	82.26%	83.78%
Other Expenses	(2,476,134)	(2,050,437)	(2,169,758)
(L)/EBIT	(471,621)	176,922	(555,171)

Summary Balance Sheet

	Management Accounts for year to 31 December 2022 £	Filed Accounts for year to 31 December 2021 £	Statutory Accounts for year to 31 December 2020 £
Tangible assets	912,269	1,111,617	1,476,873
Intangible assets	-	-	-
Fixed assets	912,269	1,111,617	1,476,873
Current Assets			
Debtors	313,163	594,268	571,207
Cash	32,744	454	66,363
Total Assets	1,258,176	1,706,339	2,114,443
Liabilities			
Current	(718,877)	(1,263,761)	(1,274,583)
Long Term	(1,139,305)	(671,664)	(1,219,131)
Provision	(87,779)	(87,779)	(73,110)
Total Liabilities	(1,945,961)	(2,023,204)	(2,566,824)
Net Assets	(687,786)	(316,865)	(422,381)

The Joint Administrators' Statement of Proposals

Appendix III: Statement of Pre-Administration Costs

Pre-administration costs are defined in the Insolvency Rules as fees charged and expenses incurred by the Administrators or their firm, or another person qualified to act as an insolvency practitioner, before the company entered Administration but with a view to its doing so.

This statement outlines those fees and expenses that were paid prior to the Administration and those where approval is being sought to pay them from Administration funds.

On 5 January 2023 the directors of the Company agreed with the proposed Joint Administrators that Quantuma Advisory Limited be paid initial fees for work done prior to the Administration as a set fee of £10,000 plus VAT and related expenses for the following tasks and matters that were considered to be necessary to placing Pro-Motion Hire Limited into Administration. It should be noted, however, the no payment of these fees was made.

Prior to Administration, the proposed Joint Administrators gathered information on the Company to ensure that they were in a position to consent to act as Joint Administrators and to formulate an initial strategy for pursuing achievement of an Administration objective. Agents and solicitors were engaged to assist by marketing the business and assets for sale and drafting a sale and purchase agreement. This work was carried out prior to Administration so that there would be no delay in the Joint Administrators implementing the strategy immediately on appointment. In this way, the business could be maintained as a trading entity on Administration, which improved the likelihood that significantly enhanced realisations could be achieved for the business and assets, thus furthering the second objective of achieving a better result for creditors as a whole than would be likely if the Company were wound up. This work was expected to have a financial benefit for creditors, as the strategy of pursuing the second Administration objective would improve the prospects of recovery, even avoiding some claims arising, e.g. those of the employees.

Following this statement is a breakdown of the time costs of the Joint Administrators and their staff incurred prior to Administration.

Included within Appendix X are Quantuma Advisory Limited's charge-out rates and bases of expenses.

As confirmed above, Irwin Mitchell LLP were instructed on 9 January 2023 to provide legal advice to the Company and the proposed Administrators. It was agreed that their services would be provided on a time costs basis and consequently costs of £12,000 were incurred in the pre administration period in connection with the following activities:

- Preparing a filing Notice of Intention to Appoint and Notice of Appointment
- Advice in relation to the sale of the business and assets
- Preparation of the Sale and Purchase Agreement
- Preparation of the Licence to Occupy
- Liaise with NatWest regarding the proposed sale

Irwin Mitchell LLP have incurred expenses of £55 in relation to the following:

- Company Search Fees £5
- Court Fees £50

SIA Group Asset Ingenuity Ltd were instructed on 5 January 2023 to carry out an inventory and valuation of the Company's assets on going concern (in situ and ex situ) bases and a forced sale basis, and to provide advice in respect of the offer received by the Company for its business and assets from the purchaser. It was agreed that their services would be provided on a fixed basis in respect of their valuation fee and a time costs basis in respect of marketing and sale. Consequently costs of £19,840 were incurred in the pre administration period.

The Joint Administrators' Statement of Proposals

Additionally SIA Group Asset Ingenuity Ltd have incurred expenses of £316.56.

We are unaware of any additional costs incurred by any other professionals qualified to act as an insolvency practitioner in respect of the Company. Should any claims subsequently come to light, they will be dealt with in the manner provided for by the Insolvency Rules.

A summary of the total costs incurred together with details of those which were paid pre-Administration and the amounts remaining outstanding, follows below:

	Total cost incurred	Amount already Paid	Identity of party who made payment	Amount Outstanding
	£	£		£
Administrators' pre-administration Remuneration	55,786.60	-	-	55,786.60 although please note that we are only seeking authority to draw £40,000 plus VAT
Administrators' pre-administration Expenses:				
Legal costs	12,055.00	-	-	12,055.00
Valuation Agent's costs	3,000.00	-	-	3,000.00
Marketing	16,840.00	-	-	16,840.00
Agents Disbursements	316.56	-	-	316.56
Total Unpaid Pre-Administration Costs Outstanding				£72,211.56

I am seeking to recover the total unpaid pre-Administration costs and expenses scheduled above as an expense of the Administration.

The payment of the unpaid pre-Administration costs as an expense of the Administration is subject to approval under Rule 3.52 of the Rules and is not part of the Statement of Proposals subject to approval under Paragraph 53 of Schedule B1 of the Act.

Pro-Motion Hire Limited (In Administration)

The Joint Administrators' Statement of Proposals

Appendix IV: SIP16 Statement

High Court of Justice – The Business & Property Courts of England & Wales

CR-2023-000338

Pro-Motion Hire Limited
In Administration

PRE PACK SALE DISCLOSURE

Andrew Watling and Duncan Beat
Joint Administrators

Quantuma Advisory Limited

Office D, Beresford House, Town Quay, Southampton, SO14 2AQ

02380 336464

8 February 2023

In accordance with SIP16, I provide details regarding the sale of the Company's business and assets ("the Sale") and the events leading up to the Sale.

The Company's business and assets have been sold following a pre-packaged sale. The primary function of an Administrator is to achieve one of the objectives set out in the Insolvency Act. In this case, the statutory purpose pursued is to achieve 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. This transaction enables the statutory purpose to be achieved and in my view the outcome achieved was the best available outcome for creditors as a whole in all the circumstances. I provide below an explanation and justification of why a pre-packaged sale was undertaken.

The Roles of the Insolvency Practitioners

In most cases involving a pre-packaged sale, an insolvency practitioner's firm is initially engaged by the insolvent company to help its board of directors to consider the company's options for resolving its financial difficulties and/or for arranging an orderly winding up of its affairs. If it is decided that an administration is appropriate, the company may then instruct the insolvency practitioner's firm to assist the company or its directors to issue the statutory notices to commence the process and to assist the company to take steps towards selling its business and assets to achieve the best available outcome for creditors as a whole in all the circumstances.

Once appointed as administrator, the role of the insolvency practitioner is to manage the company's affairs, business and assets with the objective of achieving a statutory purpose of an administration. In the event of a pre-packaged sale, this involves concluding a sale of the business and/or assets shortly after the administration has begun. When either assisting the company before administration or acting as an administrator, the insolvency practitioner's role is not to advise the directors personally or any parties connected with any potential purchaser, who are usually encouraged to take independent advice.

In this case, prior to commencement of the Administration, Quantuma Advisory Limited acted as advisors to the Director in relation to the options for the Company. For the avoidance of doubt, neither Quantuma Advisory Limited nor its insolvency practitioners advised the directors personally or any parties connected with the purchaser, who were encouraged to take independent advice. At all times prior to Administration, the Director remained responsible for and in control of the Company's affairs.

During this time, the insolvency practitioners of Quantuma Advisory Limited took their own steps to prepare for their potential appointment as Joint Administrators. At this point, there were clear advantages in looking to sell the Company's business and assets swiftly on appointment, as this strategy would significantly reduce the ongoing costs of securing and maintaining the business and assets and it would avoid the substantial risks that the value and continued viability of the business and assets would deteriorate due to the commencement of a formal insolvency regime. Therefore, the insolvency practitioners, with the assistance of professional and independent agents, considered the most effective method of securing a sale representing the best outcome for creditors as a whole and negotiated with parties interested in acquiring the business and assets of the Company to a point whereby a sale could be concluded shortly after the Administration had commenced.

Immediately on their appointment, the Joint Administrators, as officers of the court and as agents of the Company, took over from the Board the responsibilities of managing the affairs, business and property of the Company. In the interests of the creditors as a whole and mindful of the need to achieve a statutory purpose of an Administration, they concluded the Sale.

Insolvency practitioners are bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment. The Joint Administrators observed the Code in all their activities both prior to and after their appointment.

Initial Introductions

The Company's director was referred to Quantuma Advisory Limited by Simone Freedman of TaxAssist Accountants on 28 December 2022 to help advise on the options available for the Company, as it was deemed to be insolvent.

Pre-appointment Matters

In addition to advising on the Company's options, our advice covered marketing the business and also involved negotiating and agreeing the contract to be completed following the Joint Administrators' appointment. The fee agreed in respect of my pre-appointment advice was the sum of £10,000; however, the Company did not make payment prior to my appointment. A resolution will therefore be sought from creditors authorising my pre-appointment fee to be paid from asset realisations.

A signed engagement letter was received from the director of the Company on 05 January 2023.

The Company traded as a business from Studio 008 at The Sharp Project, Thorp Road, M40 5BJ and Unit 13 Shield Drive, West Cross Industrial Estate, Brentford, West London, TW8 9EX.

The director advised that the Company had become insolvent due to the following factors:-

The COVID-19 pandemic which had a considerable adverse impact on the Company's trading. Both of the company's largest customers who accounted for 25% of the Company's turnover could not trade for a majority of 2020 and the remaining customers followed the work from home guidance by the Government.

The increasing difficulty in predicting turnover throughout 2022; with heightened periods of slow trade around school holidays and unforeseen events such as the Queens passing, industrial action and adverse weather conditions.

The Company granted the following security:

<u>Type of security</u>	<u>Name of charge-holder</u>	<u>Date of creation of security</u>
Debenture	National Westminster Bank	22 December 2006
Mortgage	Azule Limited	8 March 2017

It is understood that no monies are due to Azule Limited in respect of their security.

By late 2022, it had become apparent that the Company required funding above the level available to it by its bank and neither the Company nor its investors were in a position to advance the necessary funding in order to pay wages due on 31 January 2023.

A review of the Company's cash-flow revealed that there would be insufficient working capital available to allow the Company to continue to trade in the medium term in order for a purchaser to be found. There were no requests made to potential funders because it was considered necessary to initiate an insolvency process as soon as possible and, having reviewed the projected cash flow, trading would be loss-making and there would be the additional costs of the Joint Administrators in managing ongoing trading. Therefore, it was not considered to be in the creditors' interests to prepare to trade on during Administration.

The options listed below were considered with the director.

Continuing to trade outside insolvency

The Company had exhausted its available cash resources and its cash constraints were impacting on its ability to continue trading.

The Company's shareholders and bank confirmed that they were not able to provide the level of additional funding necessary to support the Company to trade, and therefore this option was not viable.

Company Voluntary Arrangement ("CVA")

Although a CVA would have given the Company some immediate relief from creditor pressure, without securing additional funding, the directors were not confident that the Company would be successful in trading through its difficulties.

Liquidation

The possibility of placing the Company into Liquidation was considered. However it was decided that this was not the best course of action to take, as issuing notices initiating the liquidation process would have damaged the Company's ability to continue to trade and redundancies would have been very likely necessary leading to an increase in the level of creditors. There would also have been no realisation for goodwill and debtor realisations would have been greatly affected.

Pre-packaged Administration Sale

There was insufficient working capital and no prospect of persuading new funding to allow medium-term trading to continue in order that the business and assets could be exposed thoroughly to the market. The benefits of achieving a pre-packaged sale were the transfer of the employees and potentially the lease on the trading premises and the absence of a break in supply of goods and services, which would enable a value to be achieved for goodwill and ensure a more effective debt collection process.

The Joint Administrators' Options on Appointment

Immediately prior to appointment, the proposed Joint Administrators had considered whether the first Administration purpose might be achieved by continuing to trade the business within Administration in order that a proposal for a CVA might be put to creditors. However, it was considered that trading the business during the Administration could not continue, as the Company had insufficient finance in order to do so and it was not clear that the business would trade profitably. For these reasons also, the Joint Administrators considered it would not be in the interests of creditors as a whole to continue to trade the business in Administration in the short term with a view to exploring whether the existing offer for the purchase of the business and assets could be improved upon.

The Company's major creditor, National Westminster Bank, were contacted and the Company's circumstances and proposed strategy were explained. The creditor did not raise objections to the proposed pre-pack strategy.

According to the director, the business and assets sold were not previously purchased from an insolvent company.

Marketing of the Business and Assets

The director was asked to provide information on any parties, of which he were aware, who would be interested in purchasing the business and assets of the Company.

The director was asked to advise of any marketing conducted by the Company prior to approaching Quantum Advisory Limited for advice and we were advised that none had been undertaken by the Company.

Paul Craig and Cameron Crombie of SIA Group Asset Ingenuity was then instructed to market the business and assets of the Company and were advised of all known interested parties.

The Marketing Strategy

It was agreed with the agents that the marketing and media coverage would include marketing the business as widely as possible which involved advertising on the agents' and other websites including Dealopportunities.co.uk, ip-bid.com, sia-group.co.uk and SIA posting to their LinkedIn page

Marketing was undertaken for a period of 2 weeks because achieving a sale prior to the January payroll was essential to retain value in the business and to ensure the viability of trading going forward. I was satisfied that this length of marketing achieved the best available outcome for creditors as a whole in all the circumstances.

The reasons for the marketing and media strategy adopted were that it provided the widest and most cost effective way of marketing the business.

The agents' marketing led to several parties expressing an interest and negotiations were entered into with 5 parties. A range of offers were received between £55,000 and £430,000 and the agents advised to accept an offer of £225,000 from Pixipixel Rental Ltd because the only higher gross offer was £430,000 from another offeror; however, they required payments to be made in respect of a number of hire purchase agreements and would not pay employee wages which result in a net realisation substantially below the offer from Pixipixel Rental Ltd.

The marketing strategy has achieved the best available outcome for creditors as a whole in all the circumstances because has achieved a sale of the business and assets, avoiding staff redundancies and increasing the value achieved for the assets.

Valuation of the Business and Assets

SIA Group Asset Ingenuity were instructed on 5 January 2023 to value the business and assets of the Company. They confirmed their independence, are qualified by RCIS, and have adequate professional indemnity insurance.

Their valuation was received on 13 January 2023 and is detailed below:-

	In-situ £	Ex-situ £	Actual Sale Price £
Assets Specifically Pledged			
Hire Equipment	48,350	30,100	
– Aldermore Bank PLC	(93,292)	(93,292)	
	Nil	Nil	
Hire Equipment	5,550	3,050	
– Azule Finance	(11,857)	(11,857)	
	Nil	Nil	
Hire Equipment	18,000	12,750	
– Carrick Asset Finance	(11,037)	(11,037)	
	6,963	1,713	
Hire Equipment	191,450	106,875	
– Creative Vision Finance Consolidated	(269,004)	(269,004)	
	Nil	Nil	
Hire Equipment	110,400	56,150	
– Monitor and Screen Rental Limited	(86,174)	(86,174)	
	24,226	Nil	
Hire Equipment	44,750	28,300	
– Paragon Business Finance Plc	(92,352)	(92,353)	
	Nil	Nil	
Hire Equipment	11,800	7,070	
– PCF Bank Ltd	(12,643)	(12,643)	
	Nil	Nil	
Overall HP Surplus			25,000
Goodwill	20,000-30,000	Nil	40,000
Assets Not Specifically Pledged			
Business equipment	8,505	3,335	8,000
Hire stock	182,800	73,120	152,000

The goodwill has been valued and the basis of this valuation is based on the benefit of acquiring an already formed business, the infrastructure, continuity of brand and existing customer base and assets that would otherwise not exist; specifically the trading names, website and domain, social media and all forms of digital marketing.

An In-situ valuation reflects the estimated amount for which the assets could be sold as a whole in their working place(s). The Ex-situ sale basis reflects a sale whereby the assets are removed from the premises at the expense of the purchaser. The Joint Administrators considered the bases of the valuations appropriate, as they were able to consider offers with the objective of selling the business and assets as a going concern, but it was also necessary to understand what the assets might realise in the event that sale negotiations deteriorated, and a forced sale of the assets became a real possibility.

The sale price achieved for the business and assets compares favourably with the above valuation.

A valuation of the book debts was not carried out as it is anticipated that these will not be included in the sale.

The Transaction

The purchaser and related parties

A sale of the business and assets was completed on 3 February 2023 with Pixipixel Rental Ltd.

There is no connection between the purchaser and the directors, shareholders or secured creditors of the insolvent Company or their associates.

The transaction is between the insolvent Company and Pixipixel Rental Ltd only and does not impact on any related companies.

Duncan Martin, a Company director, had given guarantees for amounts due from the insolvent Company to finance companies in respect of hire purchase arrangements and NatWest in respect of an overdraft facility, and to my knowledge those financiers are not financing the new business.

The assets

The Sale included the assets listed below and was completed by means of a sale and purchase agreement.

The sale consideration

The sale consideration totalled £225,000 and required the full amount to be paid on completion.

The sale consideration has been allocated to the following asset categories:-

Goodwill (fixed charge)	£40,000
HP Surplus (floating charge)	£25,000
Equipment (floating charge)	£8,000
Stock (floating charge)	£152,000

The validity of the charges has yet to be verified, however the allocation above has been reached by reference to the charge documents and in consultation with the agents.

Debtors and cash assets were excluded from the Sale.

There were 28 employees who were transferred as part of the Sale.

The consideration for the Sale has been received in full.

There were no options, buy-back arrangements or similar conditions attached to the contract of sale.

A licence to occupy was granted in respect of the premises at Studio 008 The Sharp Project, Thorp Road M40 5BJ and Unit 13 Shield Drive, West Cross Industrial Estate, Brentford, West London TW8 9EX for a period of 6 months whilst negotiations with the landlord of the property are progressed.

The Sale is not part of a wider transaction.

Connected Person Transactions

Viability statement

As the Sale was not to a connected person (as defined by Paragraph 60A (3) of Schedule B1 to the Insolvency Act 1986), an evaluator's report on the proposed sale was not required.

The Evaluator's Report

Regulations require connected persons who are proposing to purchase all or a substantial part of the business or assets of a company via a pre-pack to obtain a report from an independent party called an evaluator.

As the sale is not to a connected party, an evaluator's report was not required.

OTHER MATTERS

The effect of the Administration is to provide protection to the Company and prevent any creditor taking action against it. During the period of the Administration, the Company cannot be wound up, no Administrative Receiver can be appointed, nor can any creditor enforce security, repossess goods, commence or continue legal action without consent of the Joint Administrators or the permission of the Court.

The Joint Administrators will manage the affairs, business and property of the Company. The Joint Administrators are neither personally adopting any contracts that may have been entered into by the Company, nor are they personally liable in any way in respect of them.

Until it is clear that a dividend will be paid, the Joint Administrators will not take steps to agree creditors' claims and, in order to avoid incurring unnecessary costs, they do not intend to respond to routine queries. However, it would assist with the preparation of an accurate statement of the Company's affairs if you will forward a statement of your account made up to 2 February 2023. If you intend to claim a lien, retention of title or any other form of security, you should advise me of your claim immediately in writing and forward any relevant supporting documents.

As part of our duties as Joint Administrators, we shall be investigating what assets the Company held and what recoveries may be made for the benefit of creditors, as well as the manner in which the Company's business was conducted. These enquiries include the investigation into any potential claims, if any, that may be brought against third parties. Accordingly, should you have any information which may be relevant, please contact me as soon as possible. A short questionnaire has been enclosed, which may assist you in this regard.

VAT Bad Debt relief is now available in respect of all debts on supplies made on or after 1 April 1989, for which VAT was charged and accounted for to HM Revenue and Customs, which has been outstanding for a period of six months and is written off in the accounts. No further documentation is required.

"A Creditors' Guide to Administrators' Remuneration" effective from 1 April 2021 is available to download at <http://www.quantuma.com/guide/creditors-guide-fees>. Should you require a paper copy, please send your request in writing to the Joint Administrators. A copy will be provided at no cost.

Should you wish to know more about the insolvency process in general, I recommend that you visit www.creditorinsolvencyguide.co.uk.

Pro-Motion Hire Limited (In Administration)

The Joint Administrators' Statement of Proposals

Appendix V: Estimated Financial Position

Pro-Motion Hire Limited (in Administration) - Estimated Financial Position

Assets subject to Fixed Charge:	Book Value	Estimated to Realise
Goodwill	Nil	40,000
	Nil	40,000
Funds available for fixed charge		40,000
Less: National Westminster Bank Plc		(565,417)
Surplus/(Shortfall)		(525,417)
Assets subject to Floating Charge:		
Hire Purchase Assets Surplus	N/A	25,000
Business Equipment, furniture and fittings	70,590	8,000
Hire Stock	834,257	152,000
Leasehold	-	-
Rent Deposit	48,257	-
Debtors	85,331	63,998
Sundry Debtors including Directors Loan Account	178,590	Uncertain
	1,217,025	248,998
Funds available for preferential creditors		248,998
Amounts owed to Preferential Creditors:		
Less: Employees - holiday pay and arrears of wages		Nil
Funds available for secondary preferential creditors		248,998
Less: HMRC - VAT and PAYE		(117,943)
Net Property		131,055
Less: Prescribed Part		(29,211)
Funds available to floating charge holder		101,844
Amounts owed to floating charge creditors:		
NatWest brought down		(525,417)
Shortfall to Floating Charge		(423,573)
Prescribed part brought down		29,211
Amounts owed to unsecured creditors:		
Unsecured Creditors		(425,053)
Shortfall to HP Creditors		(177,248)
HMRC - VAT surcharges		(8,551)
		(610,852)
Deficiency to Unsecured Creditors		(581,641)
Shortfall to Floating Charge Brought Down		(423,573)
Deficiency to Creditors		(1,005,214)

Quantuma Advisory Limited
Pro-Motion Hire Limited
Company Registered Number: 05398264
B - Company Creditors

Key	Name	Address	£
C200	247Kit	29-30 Windmill Street, London, W1T 2JL	741.22
CA01	Aqueous Consulting Ltd	Oak House, Sutton Quays Business Park, Clifton Road, Sutton Weaver, RUNCORN, WA7 3EH	3,048.00
CA02	APP Architecture Ltd	13 Red Lodge Road, West Wickham, Kent, BR4 OEL	1,400.00
CA04	Arri Media Film Service Ltd	3 Highbridge, Oxford Road, Uxbridge, Middlesex, UB8 1LX	352.82
CA05	Aldermore Bank	4th Floor, Apex Plaza, Reading, RG1 1AX	44,942.00
CA06	Azule Finance	First Floor, 2 - 4 High Street, Datchet, Berkshire, SL3 9EA	6,307.00
CB00	Brownian Motion Pictures Ltd	Ground Floor, K Block, Pinewood Studios, Pine Wood Road, IVER, SL0 0NH	2,834.30
CB01	Better Sound Ltd	31 Cathcart Street, London, NW5 3BJ	1,437.06
CC02	CVP	23 Shield Drive, West Cross Industrial Estate, Brentford, Middlesex, TW8 9EX	83,741.32
CC03	Camerasworks Ltd	14 Anning Street, Shoreditch, London, EC2A 3HB	8,421.00
CC05	Compleat Software Ltd	Time Business Centre, 1 Watervole Way, Balb, Doncaster, S.Yourkshire, GN4 5JP	162.00
CC07	Creative Vision Finance	23 Shield Drive, West Cross Industrial Estate, Brentford, Middlesex, TW8 9EX	77,554.00
CD00	Dynamic Rentals Europe Ltd	The Old Court, 8 Tufton Street, ASHFORD, TN23 1QN	80,742.00
CD01	DB Couriers	429 Broadstone Road, Broadstone Mill, SK5 7DL	2,672.22
CD02	Direct Photographic Ltd	Units 6-8, Dukes Road, London, W3 0SL	2,203.15
CE00	Everything Tech	Third Floor, Hanover House, 30-32 Charlotte Street, Manchester, M2 3DE	2,797.44
CE01	Electra Film & Television Limited	Wharf House, Brentwaters Business Park, The Ham, Brentford, MIDDX, TW8 8HQ	1,875.90
CE02	Emmyland Ltd	Unit 26-29 Brockley Cross Bus Centre, 96 Endwell Road, LONDON, SE4 2PD	1,140.00
CE04	ELP Ltd	Hangar 2, Cardington Airfield, Bedfordshire, MK42 0TF	348.00
CF00	Focus 24 Ltd	Unit 9 Vision Industrial Park, Kendal Avenue, London, W3 0AF	6,263.52
CF01	Feral Equipment Ltd	2 Lonsdale Road, Queens Park, London, NW6 6RD	546.00
CF02	FOMO Studios	3a Plantain Place, London, SE1 1YN	950.40
CG00	Green Kit Ltd	C/ Feral Equipment, 2 Lonsdale Road, London, NW6 6RD	2,218.09
CG01	Genesis Plus Ltd	Unit 187 Hercules Road, Waterloo, London, SE1 7LD	781.20
CH00	HM Revenue & Customs PAYE & VAT	NOTE: CVL NOTIFICATION ONLY, Pre Appointment Notifications Only	117,943.00
CH01	HM Revenue & Customs - VAT Surcharges	EIS, Newcastle, BX9 1ZZ	8,551.00
CH02	Haines Watts Bromley LLP	Northside House, 69 Tweedy Road, Bromley, Kent, BR1 1QE	50,199.00
CH04	Hire a Camera	Unit 5 Wellbrook Farm, Berkeley Road, Mayfield, East Sussex, TN20 6EH	93.00

Signature _____

Quantuma Advisory Limited
Pro-Motion Hire Limited
Company Registered Number: 05398264
B - Company Creditors

Key	Name	Address	£
CH05	Hire Intelligence International Ltd	Unit 5, Acton Park Industrial Estate, The Vale, London, W3 7QE	55.19
CI00	Ideal Cleaning Services Ltd	c/o Roythornes Ltd, Enterprise Way, Pinchbeck, Spalding, Lincolnshire, PE11 3YR	2,024.87
CI01	ITV Studios Ltd	ITV Business Service Centre, PO Box 4290, 88-100 Quay Street, Manchester, M60 1DE	669.60
CK00	KipperTie Ltd	The Barns, 2-3 Bakersgate Courtyard, Pirbright, Working, Surrey, GU24 ONJ	648.00
CK01	Key Light Hire Ltd	Unit 24, Sovereign Park, Coronation Road, London, Park Royal, NW10 7QP	283.50
CL00	London Borough of Hounlow	Business Rates Section, PO Box 660, Hounslow, TW3 9WQ	6,376.00
CL01	Love High Speed Ltd	4 Towers Business Park, Carey Way, Wembley, Middlesex, HA9 0LQ	2,400.00
CL02	London Borough of Lambeth	Business Rates, PO Box 165, Bromley, BR1 3ZA	1,339.83
CL03	Lens flare TV Ltd	126 Metroplex Business Park, Broadway, SALFORD, M50 2UW	1,302.00
CL04	London Water Delivery Ltd	116C Sinclair Road, London, W14 ONL	93.60
CL05	Liverpool City Council	Cunard Building, Water Street, L3 1AH	40.60
CL06	Lease Plan UK Ltd	165 Bath Road, Slough, Berkshire, SL1 4AA	568.03
CM00	Manchester Creative Digital Assets Ltd	The Sharp Project, Thorpe Road, Manchester, M40 5BJ	23,394.35
CM01	MCS Global Ltd	Ashwood, Grove Business Park, White Waltham, Berkshire, SL6 3LW	8,556.00
CM02	Mandata Contracts Ltd	The Dresser Centre, Witworth Street, Openshaw, Manchester, M11 2NE	4,000.80
CM03	Movietech	Pinewood Studios, Pinewood Road, Buckinghamshire, SL0 0NH	1,963.92
CM04	MEDIA DOG LTD	STUDIO 34, FAZELEY STUDIOS, 191 FAZELEY STREET, BIRMINGHAM, B5 5SE	502.20
CN00	New Day Pictures Ltd	c/o Thomas Higgins Ltd, 19 - 21 Seaview Road, Wallasey, CH45 4TH	1,560.00
CN01	Navman Wireless	Innovation Centre, Keele University Science Park, Keele, Staffordshire, ST5 5NH	158.40
CN02	NatWest Bank	1 Hardman Boulevard, Manchester, M3 3AQ	565,417.00
		Security Given: Fixed and Floating Charge; Date Given: 22/12/2006; Amount: 565417	
CO00	One Stop Films Ltd	3 Mills Studios, Three Mills Lane, London, E3 3DU	19,263.59
CO01	Optical Support Limited	Unit 8 Crusader Industrial Estate, 167 Hermitage Road, London, N4 1LZ	7,680.00
CO02	O2 Mobile Phones	260 Bath Road, Slough, Berkshire, SL1 4DX	108.56
CP00	Proactive (UK) Ltd	Unit 1 & 2 Eastman Way, Hemel Hempstead, Hertfordshire, HP2 7DU	20,712.00
CP01	Procam Take 2 Limited	Unit 6 Central Park, Park Royal, London, NW10 7FY	624.37
CP02	PixiPixel Rental Ltd	Arch 371, Geffrye Street, London, E2 8HZ	527.52
CP03	Pro Centre Ltd	14 Union Walk, London, E2 8HP	91.20
CP04	Paragon Business Finance Plc	Aviation House, George Curl Way, Southampton, SO18 2RY	47,602.00

Signature _____

Quantuma Advisory Limited
Pro-Motion Hire Limited
Company Registered Number: 05398264
B - Company Creditors

Key	Name	Address	£
CP05	PCF Bank Ltd	Pinners Hall, 105-108 Old Broad Street, London, EC2N 1ER	843.00
CR00	Robert Butler AC Service		214.00
CS00	SureSpeed Couriers	Unit 3-6, Tomo Industrial Estate, Packet Boat Lane, Uxbridge, UB8 2JP	18,711.65
CS01	Shoot Blue TV	Unit 10, Roslin Square, Roslin Road, London, W3 8DH	6,464.16
CS02	Shift 4 Ltd.	Unit D3, Broadoak Business Park, Ashburton Road, West Trafford Park, Manchester, M17 1	10,622.52
CS03	SL Vision Ltd	70/74 Stewarts Road, London, SW8 4DE	2,830.78
CS04	So Clean Commercial Services Plc	Exhibition House, 4 Wellbrook Road, Farnborough, Kent, BR6 7AB	2,399.86
CS05	Soho Broadcast Ltd	23-24 Greek Street, Soho, London, W1D 4DZ	705.60
CS06	Stage Concepts	Destiny Entertainments Ltd, T/A Stage Concepts, Unit C7, J31 Park, Motherwell Way, West Thurrock, Essex, RM20 3XD	570.00
CS07	Sage (UK) Limited	North Park, Newcastle Upon Tyne, NE13 9AA	328.80
CS08	S & O Media	Unit 3, Latimer Industrial Estate, Latimer Road, London, W10 6RQ	228.00
CS09	Stage Electrics	Accounts Department, Thirdway, Avonmouth, Bristol, BS11 9YL	183.36
CS0A	Significo Ltd (Web Expenses)	47 Markmanor Avenue, Walthamstow, London, E17 8HJ	189.56
CS0B	SiteLink Communications Ltd	18 Bridgewater Road, Hertburn, Wasington, tyne and Wear, NE37 2SG	84.00
CT00	That's a Wrap Sales Ltd	The Annexe, Cuckoo Pound, Gaston Bridge Road, SHEPPERTON, TW17 8HE	1,742.64
CT01	Tiffen International Ltd	Unit 5, Avonbury Business Park, Howes Lane, Bicester, Oxfordshire, OX26 2UA	372.96
CU00	Urgent Deliveries Ltd t/a Eco Speed	Churchgate House, Bolton, BL1 1HL	1,329.60
CV00	VMI.TV Ltd	Unit 7, Victoria Industrial Estate, Victoria Road, London, W3 6UU	6,883.38
CV01	Video Europe Ltd	Studio 3, Battersea Studios, London, SW8 3HE	7,096.80
CV02	Vuja De Creative	14C Saint Mary's Road, London, NW10 4AP	2,783.95
CV03	Visual Impact Northern Ltd	The Chapel, 192 Manchester Road, Northwich, Cheshire, CW9 7NN	696.88
CV04	Visual Impact (UK) Ltd	Unit 3 & 4 Teddington Bus. Park, Station Road, Teddington, Middlesex, TW11 9BQ	98.40
CV05	Vodafone	The Connection, Newbury, RG14 2FN	98.03
CW00	White Dry Cleaners	21 Boston Manor Road, Brentford, TW8 EA	210.00
CW01	Waterlogic GB Ltd	9 Shaw Road, Wolverhampton, WV10 9LE	150.36
CW02	Wex Photographic	13 Frensham Road, Norwich, NR3 2BT	73.92
CW03	White Light Ltd	20 Merton Industrial Park, Jubilee Way, Wimbledon, SW19 3WL	60.00

Signature _____

Quantuma Advisory Limited
Pro-Motion Hire Limited
Company Registered Number: 05398264
B - Company Creditors

Key	Name	Address	£
CW04	Wendys Broadcast Services Ltd	Unit 2 Medlock Court, The City Works, Ashotn Old Road, Manchester, M11 2NB	12.00
84 Entries Totalling			1,294,211.98

Signature _____

Quantuma Advisory Limited
Pro-Motion Hire Limited
B1 - Company Creditors - Employees & Directors

Key	Name	Address	Pref £	Unsec £	Total £
0 Entries Totalling			0.00	0.00	0.00

Signature _____

Quantuma Advisory Limited
Pro-Motion Hire Limited
Company Registered Number: 05398264
B2 - Company Creditors - Consumer Creditors

Key	Name	Address	£
0 Entries Totalling			0.00

Signature _____

The Joint Administrators' Statement of Proposals

Please find below the relevant schedules in relation to Secured Creditors and Special Creditor Groups.

Schedule of Secured Creditors

Secured Creditors

Secured creditor's name and address	Amount of claim (estimated)	Details of security	Date security was given	Value of security (per Statement of Affairs)
NatWest Bank, 1 Hardman Boulevard, Manchester M3 3AQ	£565,417	Fixed and floating charge	22 December 2006	£40,000

Creditor Group	Number of creditors in group	Total amount of claims (estimated)
Employees and former employees	None	None
Consumers claiming amounts paid in advance for the supply of goods and services	None	None

Pro-Motion Hire Limited (In Administration)

The Joint Administrators' Statement of Proposals

Appendix VI: Receipts and Payments Account

Pro-Motion Hire Limited
(In Administration)
Joint Administrators' Summary of Receipts & Payments
To 08/02/2023

S of A £		£	£
40,000.00	SECURED ASSETS Goodwill	NIL	NIL
(565,417.00)	SECURED CREDITORS NatWest Bank	NIL	NIL
25,000.00	ASSET REALISATIONS Hire Purchase Surplus	NIL	
8,000.00	Furniture & Equipment	NIL	
152,000.00	Hire Stock	NIL	
42,666.00	Book Debts	NIL	
NIL	Rent Deposit	NIL	
Uncertain	Sundry Debtors and DLA	NIL	NIL
(117,943.00)	SECONDARY PREFERENTIAL CREDITORS HMRC PAYE/NIC (Employees)	NIL	NIL
(425,052.98)	UNSECURED CREDITORS Trade & Expense Creditors	NIL	
(8,551.00)	HM Revenue and Customs - VAT Surc	NIL	
(177,248.00)	HP Shortfall	NIL	NIL
(5,682.00)	DISTRIBUTIONS Ordinary Shareholders	NIL	NIL
(1,032,227.98)			NIL
	REPRESENTED BY		NIL

Note:

Andrew Watling
Joint Administrator

Pro-Motion Hire Limited (In Administration)

The Joint Administrators' Statement of Proposals

Appendix VII: Estimated Outcome Statement

Pro-Motion Hire Limited in Administration - Estimated Outcome Statement

Assets subject to Fixed Charge:	Book Value	Estimated to Realise	Notes
Goodwill	<u>Nil</u>	<u>40,000</u>	
	Nil	40,000	
Less costs of realisation:			
Agents Sales Fee		(2,990)	1
Legal Fees - Pre-Appt		(2,100)	2
Insolvency Practitioners' Fees (sale of business)		(7,111)	3
Accountants Fees		(750)	4
Corporation Tax		<u>(5,139)</u>	5
		(18,090)	
Funds available for fixed charge		21,910	
Less: National Westminster Bank Plc		(565,417)	6
Surplus/(Shortfall)		<u>(543,507)</u>	
Assets subject to Floating Charge:			
Hire Purchase Assets Surplus	N/A	25,000	
Business Equipment, furniture and fittings	70,590	8,000	
Hire Stock	834,257	152,000	
Leasehold	-	-	
Rent Deposit	48,257	-	7
Debtors	85,331	63,998	8
Sundry Debtors including Directors Loan Account	<u>178,590</u>	<u>Uncertain</u>	9
	1,217,025	248,998	
Less costs of realisations:			
Agents valuation fee		(3,000)	
Agents sales fees		(13,850)	1
Agents Disbursements		(317)	
Legal Fees - Pre-Appt		(9,900)	2
Legal Disbursements		(55)	
Legal Fees - Post-appt		(3,000)	
Insolvency Practitioners' Fees (sale of business)		(32,889)	3
Insolvency Practitioners' Fees (general duties)		(30,362)	
Insolvency Practitioners Disbursements		<u>(715)</u>	
		(94,088)	
Funds available for preferential creditors		154,911	
Amounts owed to Preferential Creditors:			
Less: Employees - holiday pay and arrears of wages		-	
Holiday Pay and arrears of wages		-	
Pension		<u>-</u>	
		-	
Funds available for secondary preferential creditors		154,911	
Less: HMRC - VAT and PAYE		<u>(117,943)</u>	
Net Property		36,968	
Less: Prescribed Part		<u>(10,394)</u>	
Funds available to floating charge holder		26,574	
Amounts owed to floating charge creditors:			
National Westminster Bank Plc brought down		<u>(543,507)</u>	6
Shortfall to Floating Charge		<u>(516,933)</u>	
Prescribed part brought down		10,394	
Amounts owed to unsecured creditors:			
Unsecured Creditors		(425,053)	
Shortfall to HP creditors		(177,248)	10
HMRC - VAT surcharges		<u>(8,551)</u>	
		(610,852)	
Deficiency to Unsecured Creditors		<u>(600,459)</u>	
Shortfall to Floating Charge Brought Down		(516,933)	
Deficiency to Creditors		<u>(1,117,392)</u>	
Fixed Charge Creditor Recovery - National Westminster Bank Plc		21,910	
Floating Charge Creditor Recovery - National Westminster Bank Plc		26,574	
Prescribed Part Dividend to Unsecured Creditors		1.70	

Notes

- 1 £16,840 pro rated between fixed and floating realisations
- 2 £12,000 pro rated between fixed and floating realisations
- 3 £40,000 pro rated between fixed and floating realisations
- 4 To deal with post appointment returns
- 5 For the purposes of the EOS, an amount has been included based on deduction of costs only. Accountants will instructed to prepare the returns and to establish whether there is any tax liability arising
- 6 For the purpose of the EOS it is presumed the CBILS loans fall under the Bank's charge on the basis it is an all monies debenture. Legal advice will be sought upon appointment to clarify the position.
- 7 Due to unpaid future rent and dilapidations it is presumed that the rent deposits will not be refunded for the purposes of the EOS
- 8 We understand that a number of creditors apply set off against any monies owed and certain debtors will be collected during the period prior to administration to fund essential payments. Therefore for the purpose of the EOS, a 25% provision has been applied in an administration scenario.
- 9 Contained within the 2022 management accounts. It is understood that the director has previously repaid his loan and it is uncertain whether remaining debtors will be recoverable
- 10 It is expected that hire equipment will be novated to the purchaser which may reduce these claims

The Joint Administrators' Statement of Proposals

Appendix VIII: The Joint Administrators' Fees & Expenses Estimate

• EXPLANATORY NOTES TO THE JOINT ADMINISTRATORS' FEES ESTIMATE

The Joint Administrators are seeking to be remunerated on a time costs basis. Charge out rates are used appropriate to the skills and experience of a member of staff and the work that they perform, recording time spent in 6 minute units.

Please note that the Fees Estimate reflects the work undertaken and time anticipated to be incurred for the full period of the Administration and therefore it includes the time already incurred, details of which are provided in Appendix IX.

Narrative is recorded to explain the work undertaken and the time spent is analysed into different categories of work. In this document the estimated time that will be spent undertaking the work in each category of work has been multiplied by the applicable charge out rate for each member of staff that it is anticipated will undertake work in that category to arrive at the estimated total time costs attributable to that category of work on the case. We have then divided that estimated total by the estimated number of hours to arrive at a blended hourly charge out rate for that category of work.

This estimate has been provided to creditors at an early stage in the case. Whilst all possible steps have been taken to make this estimate as accurate as possible, it is based on the Joint Administrators' current understanding of the case and their knowledge and experience of acting as Joint Administrators in similar cases. As a result, the estimate does not take into account any currently unknown complexities or difficulties that may arise during the administration of the case.

The Fees Estimate has therefore been compiled on the following assumptions

- the Joint Administrators' initial investigations will not identify any matters that require further investigations or pursuit;
- no exceptional work will be required to realise the remaining assets;
- there will be no requirement to hold a physical creditors' meeting or additional decision procedure to consider the matters covered by the Joint Administrators' Proposals; and
- there will be no need to extend the Administration.

This fee estimate covers the life of the case and based on the assumptions above, the Joint Administrators do not anticipate that it will be necessary to seek additional approval from the relevant creditors for fees in excess of the Fees Estimate. However in the event that the Administration does not proceed as envisaged, the Joint Administrators will seek approval for any fees in addition to those estimated that they wish to draw from the insolvent estate. A full outline and explanation of the fees incurred against the fees that have been estimated below will be provided to creditors with this request.

The hourly charge out rates that it is anticipated will be used on the case are as follows

	£
CEO/Managing Director	495
Appointment Taking Director	450
Director	400
Senior Manager	345
Manager	325
Assistant Manager	295
Senior Administrator	250

The Joint Administrators' Statement of Proposals

Administrator	200
Assistant Administrator	160
Case Accountant	110
Junior Administrator	125
Support Staff/Executive Assistant	110

Please note that the rates quoted above will be used for each category of work outlined in the estimate and will be subject to periodic increase.

Narrative explanations are given below in relation to each category of work outlined in the estimate. A list of the activities under those categories that it is anticipated will be carried out is also provided.

<u>ADMINISTRATION & PLANNING</u>	
The Joint Administrators 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, which ensures that the Joint Administrators and their staff carry out their work to high professional standards.	
Description of work undertaken	Includes
Initial Statutory and General Notifications & Filing e.g. Advertising the appointment, undertaking statutory notifications to Companies House, HMRC, the Pension Protection Fund, preparing the documentation and dealing with other notification of appointment	Filing of documents to meet statutory requirements Advertising in accordance with statutory requirements Filing statutory notifications with the Pensions Regulator and Pension Protection Fund
Obtaining a specific penalty bond.	
Recovering & Scheduling the company's books and records.	Collection and making an inventory of company books and records
Setting up electronic case files and electronic case details on IPS.	
General Administration - Dealing with all routine correspondence and emails relating to the case. Dealing with all matters relating to Data Protection matters.	Dealing with Data Subject Access Requests.
Case strategy & completing file reviews at 1 month, 2 months & 6 months.	Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case Periodic file reviews 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
VAT & Corporation Tax matters and returns.	Preparation and filing of VAT Returns Preparation and filing of Corporation Tax Returns

The Joint Administrators' Statement of Proposals

<u>CREDITORS</u>	
Irrespective of whether sufficient realisations are achieved to pay a dividend to preferential or unsecured creditors, time will be spent in dealing with creditors' queries[, assisting the employees in pursuing their claims via the RPO, dealing with retention of title claims and issuing statutory reports to creditors.	
Description of work undertaken	Includes
Dealing with creditor correspondence, emails and telephone conversations.	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via email and post
Dealing with Pension Schemes	Corresponding with the PPF and the Pensions Regulator
Final Account	
Payment of Dividends - calculating, paying a dividend to creditors & issuing the declaration notice.	Preparation of distribution calculation Preparation of correspondence to creditors announcing declaration of distribution Preparation of cheques/BACS to pay distribution Preparation of correspondence to creditors enclosing payment of distribution Seeking unique tax reference from HMRC, submitting information on PAYE/NI deductions from employee distributions and paying over to HMRC
Notice of Intended Dividend - issuing a notice of intended dividend to creditors and advertising where appropriate	Preparation of correspondence to creditors advising of intention to declare distribution Advertisement of notice of proposed distribution
Reviewing and adjudicating creditors' claims - adjudicating claims & requesting additional information in support of claims	Agreeing allocation of realisations and costs between fixed and floating charges Receipt of POD Adjudicating POD Request further information from claimants regarding POD Preparation of correspondence to claimant advising outcome of adjudication Seeking solicitors' advice on the validity of complex claims. Dealing with unclaimed dividends
Dealing with HMRC/RPO claims	
Creditors' Decision Procedures/Meeting	Preparation of notices, proxies/voting forms and advertisements Circulate notices to all known creditors Collate and examine proofs and proxies/votes to decide on decisions/resolutions Preparation of file, including agenda, certificate of postage, attendance register, list of creditors, reports to creditors, advertisement and draft minutes. Responding to queries and questions following decision procedure/meeting Issuing notice of result.
Secured Creditor Reports/Claims	Seeking solicitors' advice on the validity of secured creditors' claims. Paying distribution to secured creditors and seeking confirmation of discharged claims
Annual/Progress Reports	Preparing, circulating and filing progress reports. Disclosure of sales to connected parties
SIP 16 Disclosure	Drafting the SIP 16 Disclosure Emailing the SIP 16 to IPA/ICAEW
Para 49 Administrators' Proposals	Drafting the Adm Proposals Filing ADM Proposals at RoC
Para 53 Report of Initial Meeting/Deemed Approval Documentation	Drafting post initial meeting/decision procedure documentation.

The Joint Administrators' Statement of Proposals**INVESTIGATIONS**

The insolvency legislation gives the Joint Administrators powers to take recovery action in respect of what are known as antecedent transactions e.g. 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 Joint Administrators are 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 and the time costs recorded represent the costs of undertaking such an initial investigation.

At present, the Joint Administrators' investigations are ongoing and it is not yet clear whether any matters will be identified with the potential to generate additional recoveries for the insolvent estate. At this early stage, it is difficult to estimate the likely time costs and expenses that may be incurred in carrying out a detailed exploration and pursuit of any questionable matters. The Fees and Expenses Estimates reflect the anticipated work in carrying out basic investigations in order to identify any potential causes of action. If any are identified and the Joint Administrators consider that additional work is required in order to generate a net financial benefit for creditors, they may revert to the relevant creditors to seek approval for fees in excess of the estimate.

Description of work undertaken	Includes
SIP 2 Review - Conducting an initial investigation with a view to identifying potential asset recoveries by seeking and obtaining information from relevant third parties, such as the bank, accountants, solicitors, etc.	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
CDDA Reports - Preparing a report or return on the conduct of the directors as required by the Company Directors Disqualification Act.	Preparing statutory investigation reports Liaising with Insolvency Service Submission of report with the Insolvency Service Preparation and submission of supplementary report if required Assisting the Insolvency Service with its investigations
Investigating & Pursuing Antecedent Transactions	

REALISATION OF ASSETS

The receipts and payments account sets out the realisations achieved to date and the Estimated Outcome Statement sets out the total anticipated realisations and the financial benefit that this work is expected to generate for creditors. Work that has already and is anticipated to be carried out in relation to asset realisation is as follows.

Description of work undertaken	Includes
Debtors	Collecting supporting documentation Correspondence with debtors Reviewing and assessing debtors' ledgers Receiving updates from factoring companies and arranging for reassignment of ledger Liaising with debt collectors and solicitors Agreeing debt collection agency agreements Dealing with disputes, including communicating with directors/former staff Pursuing credit insurance claims Submitting VAT bad debt relief claims
Arranging & Monitoring Insurance	Identification of potential issues requiring attention of insurance specialists Correspondence with insurer regarding initial and ongoing insurance requirements Reviewing insurance policies Correspondence with previous brokers

The Joint Administrators' Statement of Proposals**CASHIERING**

The Joint Administrators must ensure that estate bank accounts are opened and maintained in accordance with legislation and SIPs. Bank reconciliations are performed on all bank accounts and statutory receipts and payments accounts are filed at Companies House & Court.

Description of work undertaken	Includes
Opening, maintaining and managing the Office Holders' cashbook and bank account.	Preparing correspondence opening and closing accounts Requesting bank statements Correspondence with bank regarding specific transfers Maintenance of the estate cash book
Dealing with cheque requisitions	Issuing cheques/BACS payments
Dealing with deposit forms	Banking remittances
Bank Reconciliations	
Preparing & Filing statutory Receipts & Payments accounts	Preparing and filing statutory receipts and payments accounts at Companies House

CLOSING PROCEDURES

The Joint Administrators are required by statute to effect an orderly end to the case and although this has no direct financial benefit to the creditors it is necessary so that final reports are filed at Companies House and Court and appropriate notifications are provided to creditors.

Description of work undertaken	Includes
Filing final statutory returns at Companies House/Court	

- EXPLANATORY NOTES TO THE JOINT ADMINISTRATORS' EXPENSES ESTIMATE**

Please note that this estimate reflects the expenses anticipated to be incurred for the full period of the Administration and therefore it includes expenses already incurred, details of which are provided elsewhere in this document.

Category 1 Expenses	Basis	Estimate of total (£)
Legal costs: Irwin Mitchell LLP: ongoing advice in relation to the sale of business and assets	Time-costs	1,500.00
Accountants: fees to include corporation tax returns, dealing with any profit on sale of assets, providing advice and calculating any termination loss claim, any VAT advice required, submitting PAYE/NIC returns	Set	750.00
Advertising	At Cost	180.00
Printing & Postage costs of external provider		100.00
Bond premium	At Cost	135.00
Insurance	At Cost	200.00
Storage	At Cost	100.00
Total		2,965.00

Estimate of Fees and Expenses for
Pro-Motion Hire Limited (In Administration)
For the Period of the Administration

Summary

	Total Hours	Avg Hourly Rate £	Time Cost £	Expenses £
Classification of Work Function				
Admin & Planning	17.60	269.10	4,736.20	
Cashiering	13.00	185.43	2,410.58	
Closing Procedures	6.80	242.89	1,651.68	
Creditors	35.00	245.46	8,591.17	
Investigations	15.00	237.15	3,557.25	
Realisation of Assets	35.50	265.22	9,415.17	
	<u>122.90</u>	<u>247.05</u>	<u>30,362.05</u>	
Expenses				
Category 1 Expenses				2,965.00
Category 2 Expenses				0.00
				<u>2,965.00</u>
Totals	<u>122.90</u>	<u>247.05</u>	<u>30,362.05</u>	<u>2,965.00</u>

Estimates Chargeable Time	30,362.05
Total Expenses	2,965.00
Assets by Percentage (See Note 6)	0.00
Total Fees and Expenses	<u>33,327.05</u>

Details of estimated expenses that will be paid during the period of this estimate.

Category 1 Expenses	
Accountants fees	750.00
Insurance of Assets	200.00
Legal costs	1,500.00
Postage	100.00
Specific Bond	135.00
Statutory Advertising	180.00
Storage Costs	100.00
	<u>2,965.00</u>

Notes:

1. Category 1 expenses are payable without prior approval as they are payments to independent third parties e.g. advertising, room hire, storage, travel expenses, Agents Fees etc.
2. Category 2 expenses are costs directly referable to the appointment e.g. Postage, Printing & Stationery, Mileage but as they are not to an independent third party they require approval in the same manner as the fee
3. Further approval will be sought from the creditors' committee or creditors if the circumstances of the case indicate that the above fee estimate is likely to be exceeded
4. The above estimates are all exclusive of VAT
5. Where applicable, the Assets by Percentage are itemised in the section headed Asset Realisations on a Percentage Basis

Pro-Motion Hire Limited (In Administration)

The Joint Administrators' Statement of Proposals

Appendix IX: Breakdown of the Joint Administrators' Time Costs

Time Entry - SIP9 Time & Cost Summary

6013246 - Pro-Motion Hire Limited
Project Code: POST
To: 08/02/2023

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Admin & Planning	1.20	0.00	2.20	0.00	3.40	1,186.00	348.82
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cashiering	0.00	0.00	0.00	0.40	0.40	44.00	110.00
Closing Procedures	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors	0.00	0.00	5.40	0.00	5.40	1,593.00	295.00
Investigations	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Pre Appointment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Realisation of Assets	2.60	1.20	3.20	0.00	7.00	2,552.40	364.63
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Hours	3.80	1.20	10.80	0.40	16.20	5,375.40	331.81
Total Fees Claimed						0.00	
Total Disbursements Claimed						0.00	

Pro-Motion Hire Limited (In Administration)

The Joint Administrators' Statement of Proposals

Appendix X: Charge-out Rates and Expenses Policy



CHARGE OUT RATES

Staff Allocation & Support Staff

An objective and practical approach is taken to each case which includes active CEO/Managing Director's involvement from the outset. Other members of staff will be assigned on the basis of experience and specific skills to match the needs of the case. In accordance with the provisions of Statement of Insolvency Practice 9 (SIP 9), set out below are the current charge out rates per hour for the grades of staff employed within Quantuma Advisory Limited, exclusive of VAT.

Grade of Staff	Rate from 23 June 2022	
	Regional Offices	London Offices
CEO/Managing Director	£495.00	£665.00
Appointment Taking Director	£450.00	£560.00
Director	£400.00	£525.00
Senior Manager	£345.00	£460.00
Manager	£325.00	£395.00
Assistant Manager	£295.00	£360.00
Senior Administrator	£250.00	£310.00
Administrator	£200.00	£275.00
Assistant Administrator	£160.00	£210.00
Case Accountant	£110.00	£140.00
Junior Administrator	£125.00	£165.00
Support Staff/Executive Assistant	£110.00	£140.00

Work undertaken is recorded in 6 minute units in an electronic time recording system. Time properly incurred on cases is charged at the hourly rate of the grade of staff undertaking the work that applies at the time the work is done. Cases that are considered complex in nature are subject to a 25% increase on the published rates above. A full explanation of why a case is considered to be complex will be provided to creditors at the point fee approval is requested.

Time spent on casework is recording directly to the relevant case and the nature of the work undertaken is recorded at that time. The work is recorded under the following categories:

- Administration & Planning
- Creditors
- Investigations
- Realisation of Assets
- Trading
- Cashiering
- Closing Procedures

On occasion it may be necessary to change the rates applicable to the work undertaken and if this occurs during the period of the assignment any material changes will be notified to creditors as part of the normal fee reporting procedures. Rates are likely to be subject to periodic increase.

The time of support staff and executive assistants is not charged to a case except when the initial set up is being performed or when a sizeable administrative task or appropriate ad hoc duty is being undertaken.

Quantuma Advisory Limited

Schedule of Current Charge Out Rates and Chargeable Expenses



Details of historic charge out rates are available to review [here](#) or will be provided upon request.

Subcontractors

Details and the cost of any work which has been or is intended to be sub-contracted out that could otherwise be carried out by the office holder or his staff will be provided in any report which incorporates a request for approval of the basis upon which remuneration may be charged.

EXPENSES

Expenses are any payments from the insolvency estate which are neither an office holder's remuneration nor a distribution to a creditor or a member. Expenses also includes disbursements. Disbursements are payments which are first met by the office holder and then reimbursed to the office holder from the estate.

Expenses are divided into those that do not need approval before they are charged to the estate (category 1) and those that do (category 2). The following details are effective from 1 April 2021. Details of historic disbursement charges are available to review [here](#) or will be provided upon request.

Category 1 Expenses:

These are payments to persons providing the service to which the expense relates who are not an associate of the office holder. Category 1 expenses can be paid without prior approval.

Examples of these expenses include, but are not limited to, the following:

Category 1 Expense – effective from 1 April 2021	Basis of Charge
Professional Advice e.g. costs of solicitors, agents & valuers, pensions advisors, employment specialists etc	Typically on a timecosts or fixed fee basis – the basis of charge will be agreed by the office holder so as to represent best value and will be provided in reports to creditors. The choice of professional advisors is based around a number of factors including, but not restricted to, their expertise in a particular field, the complexity or otherwise of the assignment and their geographic location.
Subsistence e.g. accommodation, meals, parking and/or congestion charges, tolls or business telephone calls, incurred by case staff as a direct result of working on an insolvency case	Reimbursed at cost incurred
Statutory & other Advertising	At cost incurred.
Indemnity Bond	At cost of mandatory cover required in accordance with the Insolvency Act 1986 for each appointment
Insurance of assets	At cost in relation to asset coverage requirements
Travel	All forms other than mileage at actual cost
Room Hire	All external venues at actual cost
Record Listing, Storage & Retrieval	At cost incurred
Printing & Postage costs of external provider.	At cost incurred
Virtual Meeting Platform (from 6/4/17)	At cost incurred

Category 2 Expenses

Quantuma Advisory Limited Schedule of Current Charge Out Rates and Chargeable Expenses



These are payments to associates or which have an element of shared costs. Before being paid, category 2 expenses require approval in the same manner as an office holder's remuneration.

The term associate is defined in the insolvency legislation. Additionally SIP 9 directs that where a reasonable and informed third party might consider there would be an association, payments should be treated as if they are being made to an associate, notwithstanding the nature of the association may not meet the definition in the legislation.

Examples of Category 2 expenses include, but are not limited to, the following:

Category 2 Expense – effective from 1 April 2021	Cost £
Mileage incurred as a result of necessary travel as per HMRC's approved rate (per mile)	£0.45
Professional Services provided by non-insolvency service lines within Quantuma Advisory Limited or by associated Companies within the Corporate Group structure of Quantuma Advisory Limited	As advised to creditors on a case by case basis.

The schedule is available for creditors to review at <http://www.quantuma.com/guide/creditors-guide-fees>.

VAT

With the exception of Individual Voluntary Arrangements and Company Voluntary Arrangements which are VAT exempt, the office holders' remuneration and expenses invoiced to the insolvency estate will be subject to VAT at the prevailing rate.

Creditors' Rights

Information about Creditors' rights can be obtained by visiting the creditors' information micro-site published by the Association of Business Recovery Professionals (R3) at <http://www.creditorinsolvencyguide.co.uk>. Details about how an office holder's fees may be approved for each case type and challenged are available in a series of guides issued with SIP 9 and can be accessed at <https://www.quantuma.com/guide/creditors-guide-fees>. Alternatively hard copies of these documents may be requested free of charge from Quantuma's registered office.

The Joint Administrators' Statement of Proposals

Appendix XI: Summary of the Joint Administrators' Proposals

In order to achieve the purpose of the Administration, the Joint Administrators formally propose to creditors that:

- The Joint Administrators continue to manage the business, affairs and property of the Company in order to achieve the purpose of the Administration, in particular that:
 - (i) The collect any debts remaining due to the Company; and
 - (ii) they investigate and, if appropriate, pursue any claims that the Company may have against any person, firm or company, whether in contract or otherwise, including any officer or former officer of the Company or any person, firm or company that supplies or has supplied goods or services to the Company; and
 - (iii) they do all such things and generally exercise all their powers as Joint Administrators as they consider desirable or expedient at their discretion in order to achieve the purpose of the Administration or protect and preserve the assets of the Company or maximise the realisations of those assets, or of any purpose incidental to these activities.
- The Joint Administrators make distributions to any secured or preferential creditors in accordance with Paragraph 65 of Schedule B1 of the Act. Further, they may make a distribution to unsecured creditors, having first sought the court's permission in accordance with Paragraph 65(3) of Schedule B1 of the Act where necessary.
- The Joint Administrators end the Administration in one of the following ways, appropriate to the circumstances of the case at the time:
 - (i) in the event that there is no remaining property that might permit a distribution to the Company's creditors, they shall file a notice of dissolution of the Company pursuant to Paragraph 84 of Schedule B1 of the Act; or
 - (i) in the unlikely event that the Joint Administrators think that a distribution will be made to unsecured creditors (and they have not sought the court's permission, and are otherwise unable, to pay the distribution whilst the Company is in Administration), they shall send to the registrar of companies notice to move the Company from Administration to Creditors' Voluntary Liquidation. In such circumstances, Andrew Watling and Duncan Beat will be appointed Joint Liquidators and will be authorised to act either jointly or separately in undertaking their duties as Liquidator. Creditors may nominate a different person or persons as the proposed liquidator or liquidators in accordance with Paragraph 83(7)(a) of Schedule B1 of the Act and Rule 3.60(6)(b) of the Rules, but they must make the nomination or nominations at any time after they receive the Statement of Proposals, but before it is approved. Information about the process of approval of the Statement of Proposals is set out at Section 10; or
 - (ii) alternatively, and should there be no likely funds to distribute to unsecured creditors, the Joint Administrators may seek to place the Company into Compulsory Liquidation in order to bring proceedings that only a Liquidator may commence for the benefit of the estate. In such circumstances, Andrew Watling and Duncan Beat may ask the court that they be appointed Joint Liquidators, to act either jointly or separately in undertaking their duties as Liquidator; or
 - (iii) in the event that the Joint Administrators think that the purpose of the Administration has been sufficiently achieved and that control of the Company should be returned to the Company directors, they shall file the relevant form to bring the Administration to an end in accordance