

In accordance with Rule 18.7 of the Insolvency (England & Wales) Rules 2016 and Sections 92A, 104A and 192 of the Insolvency Act 1986.

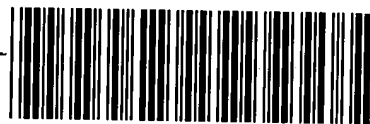
# LIQ03

## Notice of progress report in voluntary winding up



Companies House

THURSDAY



A21 28/10/2021 #307  
COMPANIES HOUSE

please

### 1 Company details

Company number 0 7 8 0 9 3 6 2

Company name in full Rochay Productions Limited

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

### 2 Liquidator's name

Full forename(s) Nedim

Surname Ailyan

### 3 Liquidator's address

Building name/number 142-148 Main Road

Street Sidcup

Post town Kent

County/Region

Postcode D A 1 4 6 N Z

Country

### 4 Liquidator's name ①

Full forename(s) Janes

Surname Everist

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

### 5 Liquidator's address ②

Building name/number 13-15 Regent Street

Street

Post town NOTTINGHAM

County/Region

Postcode N G 1 5 B S

Country

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

# LIQ03

## Notice of progress report in voluntary winding up

### 6 Period of progress report

From date	<sup>d</sup> 0	<sup>d</sup> 4	<sup>m</sup> 0	<sup>m</sup> 9	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 2	<sup>y</sup> 0
To date	<sup>d</sup> 0	<sup>d</sup> 3	<sup>m</sup> 0	<sup>m</sup> 9	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 2	<sup>y</sup> 1

### 7 Progress report

The progress report is attached

### 8 Sign and date

Liquidator's signature

Signature

X



X

Signature date

<sup>d</sup> 1	<sup>d</sup> 2	<sup>m</sup> 1	<sup>m</sup> 0	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 2	<sup>y</sup> 1
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LIQ03

Notice of progress report in voluntary winding up

 **Presenter information**

You do not have to give any contact information, but if you do it will help Companies House if there is a query on the form. The contact information you give will be visible to searchers of the public record.

Contact name **Carol Hooper**

Company name **FRP Advisory Trading Limited**

Address **142/148**

**Main Road**

Post town **Sidcup**

County/Region **Kent**

Postcode **D A 1 4 6 N Z**

Country

DX **cp.sidcup@frpadvisory.com**

Telephone **020 8302 4344**

 **Checklist**

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

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

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

 **Important information**

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

 **Where to send**

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

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

 **Further information**

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

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

**FRP**

**Rochay Productions Limited (In Liquidation) ("THE COMPANY")**

The Liquidators' Progress Report for the period 04/09/20 – 03/09/21 pursuant to section 104A of the Insolvency Act 1986

**26 October 2021**

## Contents and abbreviations



<b>Section</b>	<b>Content</b>
<b>1.</b>	Progress of the liquidation
<b>2.</b>	Estimated outcome for the creditors
<b>3.</b>	Liquidators' remuneration, disbursements and expenses
<b>Appendix</b>	<b>Content</b>
<b>A.</b>	Statutory information about the Company and the liquidation
<b>B.</b>	Liquidators' Receipts & Payments Account for the both the Period and cumulatively
<b>C.</b>	A schedule of work
<b>D.</b>	Details of the Liquidators' time costs and disbursements for both the Period and cumulatively
<b>E.</b>	Statement of expenses incurred in the Period

### The following abbreviations may be used in this report:

<b>FRP</b>	FRP Advisory Trading Limited
<b>CFS</b>	CFS Restructuring LLP
<b>The Company</b>	Rochay Productions Limited (In Liquidation)
<b>The Liquidators</b>	Nedim Ailyan of FRP Advisory Trading Limited and James Everist of CFS Restructuring LLP
<b>The Period</b>	The reporting period 04/09/20 – 03/09/21
<b>CVL</b>	Creditors' Voluntary Liquidation
<b>SIP</b>	Statement of Insolvency Practice
<b>QFCH</b>	Qualifying floating charge holder
<b>HMRC</b>	HM Revenue & Customs
<b>ESoA</b>	Estimated Statement of Affairs

## 1. Progress of the liquidation

It is normal practice for Joint Liquidators to split the duties of the respective practices between office holders. Therefore, as agreed following the appointment of the Joint Liquidator, whilst retaining a joint and several responsibility for all actions of the Joint Liquidators, FRP have continued where necessary with the following matters:

- dealing with certain aspects of the investigation;
- agreement of creditors' claims; and
- reporting to creditors.

CFS have continued to deal with investigations into the affairs and prior dealings of the Company, its directors, de-facto directors, shadow directors and any associated Companies or persons.

### **Work undertaken during the Period and work yet to be completed**

We attach at **Appendix C** a schedule of work undertaken during the Period together with a summary of work still to be completed.

All known assets have been realised.

I can confirm that no work has been subcontracted to third parties.

### **Receipts and payments account**

Attached at **Appendix B** is a receipts and payments account detailing both transactions for the Period and also cumulatively since our appointment as Liquidators.

Payments made from the estate are fair and reasonable and proportionate to the insolvency appointment and are directly attributable to this insolvency.

### **Investigations**

Part of our duties include carrying out proportionate investigations into what assets the Company has, including any potential claims that could be brought by the Company or by us in our capacity as Liquidators against any party which could result in a benefit to the estate. We have reviewed the Company's books and records and accounting information, requested further information from the directors, and invited creditors to provide information on any concerns they have concerning the way in which the Company's business has been conducted.

Further details of the conduct of our investigations are set out in the schedule of work attached. We can confirm that our review is currently ongoing.

## 2. Estimated outcome for the creditors

The estimated outcome for creditors was included in correspondence previously circulated by us.

### **Outcome for secured creditors**

There are no secured creditors in this matter.

### **Preferential Creditors**

There are no preferential creditors in this matter.

There will not be sufficient funds available to pay a distribution to preferential creditors.

### **Unsecured creditors**

We have received claims totalling £679,737.48 from unsecured creditors in these proceedings. As previously advised a further claim of £477,843.55 had been struck out by the court.

It is uncertain if there will be sufficient funds available to pay a distribution to unsecured creditors as this is dependent on future realisations.

### **The Prescribed Part**

In accordance with the Insolvency Act 1986, the prescribed part is an element of net realisations due to the floating charge holder which is made available for unsecured creditors (subject to the floating charge post-dating 15 September 2003).

As there is no floating charge the prescribed part does not apply in this instance.

### 3. Liquidators' remuneration, disbursements and expenses

**FRP**

#### **Liquidators' remuneration**

As advised in previous correspondence the Liquidators have not sought a resolution on the basis of the Liquidators' remuneration due to the uncertainty of realisations. To date no fees have been drawn.

A breakdown of our firms' time costs incurred during both the Period and to date are attached at **Appendix D**.

The Liquidators are unable to draw fees without approval of the creditors. Approval will be sought under separate cover if required.

#### **Liquidators' disbursements and expenses**

The Liquidators' disbursements are a recharge of actual costs incurred by them in dealing with this matter. Mileage payments made for expenses relating to the use of private vehicles for business travel, which is directly attributable to the insolvency estate, are paid by FRP Advisory Trading Limited at the HMRC approved mileage rate prevailing at the time the mileage was incurred. Details of disbursements incurred during the Period are set out in **Appendix D**.

#### **Expenses of the liquidation**

We attach at **Appendix E** a statement of expenses that have been incurred during the Period.

When instructing third parties to provide specialist advice and services, or having the specialist services provided by the firm, the Joint Liquidator is 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 being undertaken. This is reviewed by the Joint Liquidator periodically throughout the duration of the assignment. The specialists chosen may regularly be used by the Joint Liquidator and usually have knowledge specific to the insolvency industry and, where relevant, to matters specific to this insolvency appointment.

Creditors have a right to request further information from the Liquidators and further have a right to challenge the Liquidators' remuneration and other expenses, which are first disclosed in this report, under the Insolvency (England and Wales) Rules. (For ease of reference these are the expenses incurred in the Period as set out in **Appendix E** only). Further details of these rights can be found in the Creditors' Guide to Fees which you can access using the following link <https://creditors.frpadvisory.com/info.aspx> and select the one for liquidation. Alternatively, a hard copy of the relevant guide will be sent to you on request. Please note there is a time limit for requesting information being 21 days following the receipt of this progress report. There is a time limit of 8 weeks following the receipt of this report for a Court application that the remuneration or expenses are excessive.



## Appendix A

### Statutory information about the Company and the liquidation

**FRP**

#### ROCHAY PRODUCTIONS LIMITED (IN LIQUIDATION)

##### COMPANY INFORMATION:

Other trading names:  
Date of incorporation: 13/10/2011  
Company number: 07809362  
Registered office: 142/148 Main Road Sidcup Kent DA14 6NZ  
Previous registered office: 71-75 Shelton Street London WC2H 9JQ  
Business address: 71-75 Shelton Street London WC2H 9JQ

##### LIQUIDATION DETAILS:

Liquidator(s):	Nedim Ailyan	James Everist
Address of Liquidator(s):	FRP Advisory Trading Limited 142/148 Main Road Sidcup Kent DA14 6NZ	CFS Restructuring LLP 22 Regent Street Nottingham NG1 5BQ
Contact Details:	cp.sidcup@frpadvisory.com	info@cfs-llp.com
Date of appointment of Liquidator(s):	04/09/2019	17/7/2020
Court in which Liquidation proceedings were brought:	N/A	
Court reference number:	N/A	

The business and assets of Abbott Fielding were sold to FRP Advisory Trading Ltd on Saturday 26 September 2020; there have been no changes to the office holders dealing with this matter.

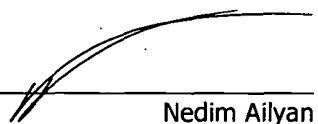
**Appendix B**

Liquidators' Receipts & Payments Account for the both the Period and cumulatively

**FRP**

**Rochay Productions Limited  
(In Liquidation)  
Joint Liquidators' Summary of Receipts & Payments**

Statement of Affairs £		From 04/09/2020 To 03/09/2021 £	From 04/09/2019 To 03/09/2021 £
	<b>UNSECURED CREDITORS</b>		
(247,547.48)	Other Creditor	NIL	NIL
(477,843.55)	Parent Company's loan account	NIL	NIL
(39,362.10)	Trade & Expense Creditors	NIL	NIL
		NIL	NIL
	<b>DISTRIBUTIONS</b>		
(100.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
<b>(764,853.13)</b>		<b>NIL</b>	<b>NIL</b>
	<b>REPRESENTED BY</b>		
			<b>NIL</b>

  
 Nedim Ailyan  
 Joint Liquidator

## Appendix C

### A Schedule of Work



The table below sets out a detailed summary of the work undertaken by the office holders during the reporting period together with an outline of work still to complete.

Where work undertaken results in the realisation of funds (from the sale of assets or recoveries from successful actions taken against third parties), there may be a financial benefit to creditors should there be sufficient funds available to make a distribution to one or more class of creditor. In this case work undertaken will include the scrutiny and agreement of creditor claims.

A proportion of the work undertaken by an Insolvency Practitioner is required by statute, including ensuring the appointment is valid, notifications of the appointment to third parties, regular reporting on the progress, notifying statutory bodies where required in relation to the conduct of the directors, complying with relevant legislation and regulatory matters. This may not have a direct financial benefit to creditors but is substantially there to protect creditors and other stakeholders and ensuring they are kept informed of developments.

Note	Category	
1	<b>ADMINISTRATION AND PLANNING</b> <b>Work undertaken during the reporting period</b>	<b>ADMINISTRATION AND PLANNING</b> <b>Future work to be undertaken</b>
	<b>General Matters</b> Regularly reviewing the conduct of the case and the case strategy and updating as required by the insolvency practitioner's regulatory professional body to ensure all statutory matters are attended to and to ensure the case is progressing.	Continuing to regularly review the conduct of the case to ensure all statutory matters are attended to and to ensure the case is progressing.
	<b>Regulatory Requirements</b> Ongoing consideration of matters in accordance with Money laundering Regulations.	Ongoing consideration of matters in accordance with the Money Laundering Regulations.
	<b>Ethical Requirements</b> Prior to the Joint Liquidators' appointment, a review of ethical issues was undertaken and no ethical threats were identified.	Continued periodical ethical reviews to ensure no new threats have been identified in respect of the management of the insolvency appointment and the safeguards put in place to mitigate threats previously identified have been reviewed and they are effectively managing those threats.

Appendix C

A Schedule of Work



	During the Review Period, the following threat to compliance with the Code of Ethics were identified: Independence as a result of a potential conflict of interest. The safeguard put in place to mitigate this threat was FRP resuming their role into certain aspects of the investigation.	Where further ethical threats are identified, they are evaluated and where necessary safeguards are put in place.
	<b>Case Management Requirements</b>	
	Maintain working files and case management systems.  Dealing with administrative matters and any queries arising.	Maintain working files and case management systems.  Dealing with administrative matters and any queries arising.  If necessary, compiling a forecast of the work that has been or is anticipated will be undertaken throughout the duration of the case, circulating this to creditors together with other such documentation as required to enable the relevant approving creditors to assess and vote on the fee bases proposed.
2	<b>ASSET REALISATION</b> <b>Work undertaken during the reporting period</b>	<b>ASSET REALISATION</b> <b>Future work to be undertaken</b>
	As previously advised according to the Director's ESoA there were no Company assets and to date no assets have been realised.	Consider likelihood of additional recoveries being made.
3	<b>CREDITORS</b> <b>Work undertaken during the reporting period</b>	<b>CREDITORS</b> <b>Future work to be undertaken</b>
	Continuing to maintain up to date creditor records.	Continuing to maintain up to date creditor records and lodge claims as necessary.  Deal with creditor correspondence as necessary.

Appendix C

A Schedule of Work



		<p>If sufficient funds are available to make a distribution to the unsecured creditors the office holder will write to all known creditors to notify of the possibility of a distribution and requested submission of claims.</p> <p>To date the Liquidators are aware of 9 potential creditors according to the information currently available. As required the office holder will advertise for claims and adjudicate on them if there are sufficient funds to make a distribution, either agreeing or rejecting, in full or in part. There is a statutory time limit to enable creditors whose claims have been rejected to appeal, once this time limit has passed the office holder will make a distribution to creditors.</p>
4	<p><b>INVESTIGATIONS</b> <b>Work undertaken during the reporting period</b></p> <p>During the last review period the Liquidators have been liaising with the legal representative of the various parties that they are looking to bring claims against. Again, due to the sensitive nature of the matter, they are unable to provide further information at this time whilst the exchanges continue.</p> <p>Howard Kennedy are currently acting on a speculative basis.</p>	<p><b>INVESTIGATIONS</b> <b>Future work to be undertaken</b></p> <p>Continue to liaise with the legal representatives of various parties and consider if benefit to the estate is possible.</p>
5	<p><b>STATUTORY COMPLIANCE AND REPORTING</b> <b>Work undertaken during the reporting period</b></p> <p>Provide an annual statutory report to various stakeholders and manage any queries arising therefrom. A Copy of this report was required to be filed with the Registrar of Companies.</p>	<p><b>STATUTORY COMPLIANCE AND REPORTING</b> <b>Future work to be undertaken</b></p> <p>To provide a statutory reports to various stakeholders at regular intervals and manage any queries arising therefrom. Copies of these reports are required to be filed with the Registrar of Companies.</p> <p>To place legal advertisements as required by statute which may include notices to submit claims.</p>

Appendix C  
A Schedule of Work



		<p>To obtain creditor approval for the basis on which the office holder's fees will be calculated as necessary.</p> <p>Dealing with post appointment VAT and or other tax returns as required.</p> <p>To deal with the statutory requirements in order to bring the case to a close and for the office holders(s) to obtain their release from office; this includes preparing final reports for stakeholders, and filing the relevant documentation with the Registrar of Companies</p>

## Appendix D

Details of the Liquidators' time costs and disbursements for both the Period and cumulatively

**FRP**

### Rochay Productions Limited (In Liquidation)

Time charged for the period 04 October 2020 to 03 September 2021

	Appointment Takers / Partners	Managers / Directors	Other Professional	Junior Professional & Support	Total Hours	Total Cost £	Average Hrly Rate £
Administration and Planning		0.10	0.80	0.50	1.40	216.00	154.29
Investigation	2.10	1.80			3.90	1,380.50	353.97
Statutory Compliance		8.80	0.60		9.40	1,551.00	165.00
<b>Total Hours</b>	<b>2.10</b>	<b>10.70</b>	<b>1.40</b>	<b>0.50</b>	<b>14.70</b>	<b>3,147.50</b>	<b>214.12</b>

### Rochay Productions Limited (In Liquidation)

Time charged for the period 04 October 2020 to 03 September 2021

	Total Hours	Total Cost £	Average Hrly Rate £
Administration and Planning	1.40	216.00	154.29
Investigation	3.90	1,380.50	353.97
Statutory Compliance	9.40	1,551.00	165.00
<b>Grand Total</b>	<b>14.70</b>	<b>3,147.50</b>	<b>214.12</b>

Time charged from the start of the case to 03 September 2021

	Total Hours	Total Cost £	Average Hrly Rate £
Administration and Planning	1.40	216.00	154.29
Investigation	3.90	1,380.50	353.97
Statutory Compliance	9.40	1,551.00	165.00
Time brought forward as at 03 October 2020	104.00	28,248.00	271.62
<b>Grand Total</b>	<b>118.70</b>	<b>31,395.50</b>	<b>264.49</b>

### Disbursements for the period

4 September 2020 to 03 September 2021

	Value £
<b>Category 1</b>	
Postage	13.68
Bonding	8.00
<b>Grand Total</b>	<b>21.68</b>

Mileage is charged at the HMRC rate prevailing at the time the cost was incurred

### FRP Charge out rates

Grade	From		
	1st February 2019	1st February 2020	4th October 2020
Appointment taker / Partner	375-540	385-550	370-495
Managers / Directors	300-390	310-400	310-370
Other Professional	200-290	210-290	250-290
Junior Professional & Support	200-240	210-280	150-230



**SIP 9 - Time & Cost Summary**

Period: 04/09/20..03/10/20

Time Summary

Classification of work function	Hours					Total Hours	Time Cost (£)	Average hourly rate (£)
	Partner	Manager	Other Senior Professionals	Assistants & Support Staff				
Administration & planning	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investigations	0.00	2.70	0.00	0.00	2.70	837.00	310.00	
Realisations of assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Case specific matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Hours</b>	0.00	2.70	0.00	0.00	2.70	837.00	310.00	
<b>Total Fees Claimed</b>						0.00		

**SIP 9 - Time & Cost Summary**

Period: 04/09/19..03/10/20

## Time Summary

Classification of work function	Hours					Total Hours	Time Cost (£)	Average hourly rate (£)
	Partner	Manager	Other Senior Professionals	Assistants & Support Staff				
Administration & planning	0.00	7.20	0.00	1.90		9.10	2,621.00	288.02
Investigations	0.50	37.90	0.00	28.50		66.90	17,540.50	262.19
Realisations of assets	0.00	4.80	0.00	0.00		4.80	1,469.00	306.04
Trading	0.00	0.00	0.00	0.00		0.00	0.00	0.00
Creditors	3.50	12.50	0.00	7.20		23.20	6,617.50	285.24
Case specific matters	0.00	0.00	0.00	0.00		0.00	0.00	0.00
<b>Total Hours</b>	<b>4.00</b>	<b>62.40</b>	<b>0.00</b>	<b>37.60</b>		<b>104.00</b>	<b>28,248.00</b>	<b>271.62</b>
<b>Total Fees Claimed</b>							<b>0.00</b>	

## Time Entry - Detailed SIP9 Time & Cost Summary

RO322CVL - Rochay Productions Limited  
From: 04/09/2020 To: 03/09/2021  
Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
501 : Unsecured Creditors	0.30	0.00	0.00	0.00	0.30	118.50	395.00
Creditors	0.30	0.00	0.00	0.00	0.30	118.50	395.00
204 : Investigations	1.90	0.60	0.00	14.20	16.70	3,696.50	221.35
Investigations	1.90	0.60	0.00	14.20	16.70	3,696.50	221.35
Total Hours	2.20	0.60	0.00	14.20	17.00	3,815.00	224.41
Total Fees Claimed						0.00	

## Time Entry - Detailed SIP9 Time & Cost Summary

RO322CVL - Rochay Productions Limited  
 From: 17/07/2020 To: 03/09/2021  
 Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
604 : Post Appointment Notifications	0.00	0.00	0.00	0.30	0.30	58.50	195.00
<b>Case Specific Matters</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.30</b>	<b>0.30</b>	<b>58.50</b>	<b>195.00</b>
501 : Unsecured Creditors	0.30	0.00	0.00	0.00	0.30	118.50	395.00
<b>Creditors</b>	<b>0.30</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.30</b>	<b>118.50</b>	<b>395.00</b>
204 : Investigations	1.90	3.20	0.00	14.20	19.30	4,463.50	231.27
<b>Investigations</b>	<b>1.90</b>	<b>3.20</b>	<b>0.00</b>	<b>14.20</b>	<b>19.30</b>	<b>4,463.50</b>	<b>231.27</b>
<b>Total Hours</b>	<b>2.20</b>	<b>3.20</b>	<b>0.00</b>	<b>14.50</b>	<b>19.90</b>	<b>4,640.50</b>	<b>233.19</b>
<b>Total Fees Claimed</b>						<b>0.00</b>	

## Appendix D

### Details of the Liquidators' time costs and disbursements for both the Period and cumulatively

#### CFS RESTRUCTURING LLP CHARGING POLICY

##### INTRODUCTION

This note applies where a licensed insolvency practitioner in the firm is acting as an office holder of an insolvent estate and seeks creditor approval to draw remuneration on the basis of the time properly spent in dealing with the case. It also applies where further information is to be provided to creditors regarding the office holder's fees following the passing of a resolution for the office holder to be remunerated on a time cost basis. Best practice guidance requires that such information should be disclosed to those who are responsible for approving remuneration.

In addition, this note applies where creditor approval is sought to make a separate charge by way of expenses or disbursements to recover the cost of facilities provided by the firm. Best practice guidance requires that such charges should be disclosed to those who are responsible for approving the office holder's remuneration, together with an explanation of how those charges are calculated.

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

The office holder has overall responsibility for the administration of the estate, although will delegate tasks to members of staff when and where possible. Such delegation assists the office holder as it allows him to deal with the more complex aspects of the case and ensures that work is being carried out at the appropriate level.

The firm operates a time recording system which allows staff working on the case along with the office holder to allocate their time to the case. Whilst on most matters one member of staff shall carry out the majority of the work required; the time charged to that case shall be in accordance with the appropriate level for the work carried out. For example, administrative tasks shall be charged at the rate of an Administrator and the more complex matters shall be charged at the rate of a Partner/IP.

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

Best practice guidance classifies expenses into two broad categories:

• **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.

• **Category 2 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. Category 2 expenses require approval whether paid directly from the estate or as a disbursement.

Rochay Productions Limited (In Liquidation)  
The Liquidators' Progress Report

(A) The following items of expenditure are charged to the case (subject to approval):

- Internal meeting room usage for the purpose of statutory meetings of creditors is charged at the rate of £100 per meeting;
- Car mileage is charged at the rate of 45 pence per mile;
- Storage of books and records (when not chargeable as a Category 1 disbursement) is charged at the rate of £3 per box per month.

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

- Telephone and facsimile
- Printing and photocopying
- Stationery

##### STANDARD CHARGEOUT RATES AND CHARGING POLICY FOR INSOLVENCY CASES

The rates applying as at 1 April 2020:

Partner/IP	395
Manager	295
Administrator	195

The previous rates applying as at 1 April 2017:

Senior Partner	395
Partner	295
Senior Manager	250
Manager	225
Senior Administrator	195
Administrator	150
Support	90

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

Time is recorded in units of 0.10 of an hour (i.e.6 minute units).

## Appendix E

### Statement of expenses incurred in the Period

**FRP**

<b>Rochay Productions Limited</b>	
<b>Statement of expenses for the period ended</b>	
<b>3 September 2021</b>	
	<b>Period to</b>
	<b>3 September 2021</b>
<b>Expenses</b>	<b>£</b>
Office Holder's remuneration (Time costs) - FRP	3,985
Office Holder's remuneration (Time costs) - CFS	3,815
Office Holder's Disbursements - FRP	22
<b>Total</b>	<b>7,822</b>