LIQ03
Notice of progress report in voluntary winding up

1. **Company details**
   - **Company number**: 0379628
   - **Company name in full**: IceBlue Legal LLP

2. **Liquidator’s name**
   - **Full forename(s)**: Alan
   - **Surname**: Brian

3. **Liquidator’s address**
   - **Building name/number**: The Copper Room
   - **Street**: Deva Centre
   - **Post town**: Trinity Way
   - **Country/Region**: Manchester
   - **Postcode**: M3 7BG

4. **Liquidator’s name**
   - **Full forename(s)**: James
   - **Surname**: Fish

5. **Liquidator’s address**
   - **Building name/number**: The Copper Room
   - **Street**: Deva Centre
   - **Post town**: Trinity Way
   - **Country/Region**: Manchester
   - **Postcode**: M3 7BG

---

**NOTE**: Please complete in typescript or in bold black capitals.
LIQ03
Notice of progress report in voluntary winding up

<table>
<thead>
<tr>
<th>6</th>
<th>Period of progress report</th>
</tr>
</thead>
<tbody>
<tr>
<td>From date</td>
<td>25.09.2018</td>
</tr>
<tr>
<td>To date</td>
<td>24.09.2019</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>7</th>
<th>Progress report</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The progress report is attached</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>8</th>
<th>Sign and date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liquidator’s signature</td>
<td>Signature</td>
</tr>
<tr>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Signature date</td>
<td>25.11.2019</td>
</tr>
</tbody>
</table>

04/17 Version 1.0
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
Alan Brian Coleman

Company Name
Royce Peeling Green Limited

Address
The Copper Room
Deva Centre

Post Town
Trinity Way
Manchester

Postcode
M 3 7 B G

Country

DX

Telephone
0161 608 0000

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 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
Joint Liquidators' Annual Progress Report to Creditors & Members

IceBlue Legal LLP -In Creditors’ Voluntary Liquidation

Period 25 September 2018 to 24 September 2019
ICEBLUE LEGAL LLP - IN CREDITORS' VOLUNTARY LIQUIDATION

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1 Introduction and Statutory Information
2 Progress of the Liquidation
3 Creditors
4 Joint Liquidators' Remuneration
5 Creditors' Rights
6 Next Report

APPENDICES

A Receipts and Payments Account for the Period from 25 September 2018 to 24 September 2019
B Time Analysis for the Period from the 25 September 2018 to 24 September 2019
A Time Cost Narrative
B Royce Peeling Green Limited Charging Policy
C Additional information in relation to Liquidator’s Fees, Expenses & Disbursements
1 Introduction and Statutory Information

1.1 Alan Brian Coleman and James Fish of Royce Peeling Green Limited ("RPG"), The Copper Room, Deva Centre, Trinity Way, Manchester, M3 7BG were appointed as Joint Liquidators of IceBlue Legal LLP ("the Company") on 25 September 2018.

1.2 This progress report covers the period from 25 September 2018 to 24 September 2019 ("the Period") and should be read in conjunction with any previous progress reports which have been issued.

1.3 The principal trading address of the Company was 1st Floor, 14 Church Street, Ormskirk, Lancashire, L39 3AN.

1.4 The registered office of the Company has been changed to The Copper Room, Deva Centre, Trinity Way, Manchester, M3 7BG and its registered number is OC379628.

1.5 Information about the way that we will use, and store personal data on insolvency appointments can be found at https://www.rpg.co.uk/insolvency/privacy.pdf. If you are unable to download this, please contact us and a hard copy will be provided to you.

2 Progress of the Liquidation

2.1 This section of the report provides creditors with an update on the progress made in the Liquidation during the Period and an explanation of the work done by the Liquidator and his staff.

2.2 At Appendix A is my Receipts and Payments Account for the Period.

Overview of the Work Performed

2.3 During the period, the liquidator also complied with his statutory duties and notified creditors of the appointment and arranged for the appointment to be advertised in the London gazette.

2.4 In addition, the relevant appointment documentation was filed at Companies House and with HM Revenue and Customs.

2.5 I can also confirm that my report on the conduct of the Directors of the Company to the Department for Business, Energy & Industrial Strategy under the CDDA 1986 was submitted during the period, however, it is confidential.

Receipts

Work in Progress

2.4 As at the date of the joint liquidators appointment, work in progress had an uncertain estimated to realise value.

2.5 During the period £4,088 has been realised in this matter.

2.6 As a result of the intervention of the Law Society, it is highly unlikely that any value will be achieved after the Law Society costs of the intervention.

Cash at Bank and in Hand

2.7 It was originally estimated that the sum of £2,250 would be realisable in relation to cash at bank, however, it later came to light that the Company had £7,009.18 in respect of cash in hand.
Both of these amounts were realised in full during the period.

Refunds

Two refunds have been received during the period. The first, in the sum of £944.49, was received as a refund of domestic rates.

A refund in the sum of £390 was also received in relation to costs previously paid by the Company.

Bank Interest

The only other receipt during the period was £2.11 in respect of bank interest.

Payments

Statement of Affairs Fee

It was agreed that the Joint Liquidators would be paid a sum of £5,500 for their assistance in preparing a Statement of Affairs as well as the assistance provided in seeking a decision of the Company’s creditors on the nomination of a liquidator.

I can confirm that this fee was discharged in full during the period.

Joint Liquidators’ Fees

The Joint Liquidators’ have drawn £5,475 on account of their remuneration during the period. Further information in this matter is provided in Section 4 of this report.

Legal Fees

The sum of £1,000 has been paid to JMW Solicitors LLP ("JMW") for their assistance with the legal title of the work in progress.

Statutory Advertising

The sum of £169.20 has been paid to Courts Advertising during the period for fees incurred in advertising the appointment of the Joint Liquidators.

3 Creditors

Secured Creditors

Fee Solutions Limited (Fee Solutions) holds a fixed and floating charge over the Company’s assets. At the date of the Liquidation the indebtedness to the secured creditor was estimated at £250,000.

It is not anticipated that there will be funds available for distribution to the secured creditor in this matter.

 Preferential Creditors

Preferential claims were estimated to be in the sum of £5,451.39 as per the directors Statement of Affairs.

Actual claims in the total of £4,865.16 were received in this matter. There has been insufficient realisations to date to enable a distribution to the preferential creditors of the Company.
Unsecured Creditors

3.5 I have received claims totalling £131,193.82 from 27 creditors. I have yet to receive claims from 72 creditors whose debts total £371,482.33 as per the Company’s statement of affairs.

3.6 The Company granted floating charges to Fee Solutions on 15 December 2014 and 6 March 2015.

3.7 I would advise that as the Company’s Net Property is less than £10,000 the Liquidators have not been required to set aside the prescribed part.

4 Joint Liquidators’ Remuneration

4.1 Creditors approved that the basis of the Liquidators’ remuneration be fixed by reference to the time properly spent by him and his staff in managing the Liquidation. My fees estimate/information was originally provided to creditors when the basis of my remuneration was approved and was based on information available to me at that time.

4.2 A copy of that estimate is reproduced below:

<table>
<thead>
<tr>
<th>Category of work</th>
<th>Estimated Number of Hours</th>
<th>Average blended charge out rate £</th>
<th>Estimated cost £</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration (inc statutory compliance &amp; reporting)</td>
<td>33.30</td>
<td>165.78</td>
<td>5,520.60</td>
</tr>
<tr>
<td>Realisation of assets</td>
<td>23.60</td>
<td>187.08</td>
<td>4,415.00</td>
</tr>
<tr>
<td>Creditors (claims &amp; distributions)</td>
<td>19.60</td>
<td>149.54</td>
<td>2,852.50</td>
</tr>
<tr>
<td>Employees</td>
<td>7.00</td>
<td>171.43</td>
<td>1,200.00</td>
</tr>
<tr>
<td>Investigations</td>
<td>18.80</td>
<td>187.84</td>
<td>3,475.00</td>
</tr>
<tr>
<td><strong>Total estimated fees</strong></td>
<td></td>
<td></td>
<td><strong>£17,463.110</strong></td>
</tr>
</tbody>
</table>

4.3 My time costs for the Period amount to £10,364.95 which represents 80.90 hours at an average rate of £128.12 per hour.

4.4 A narrative explanation of the work undertaken by the Liquidator during the Period can be found at section 2 & 3 of this report.

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

- Time cost analysis for the period 25 September 2018 to 24 September 2019
- Time Cost Narrative
- Charging Policy
- Additional information in relation to the Liquidator’s fees, expenses and disbursements, including where relevant, information on the use of subcontractors and professional advisers

4.5 To 24 September 2019, remuneration in the sum of £8,475.00 has been drawn against total time costs of £10,364.95 incurred since the date of appointment.

4.6 Attached as Appendix B is a Time Analysis which provides details of the activity costs incurred by staff grade during the Period, in respect of the costs fixed by reference to time properly spent by me in managing the liquidation.

4.7 Attached at Appendix C is a detailed narrative of the time costs incurred during this assignment totalling £10,364.95, which fall under the following main headings:
Administration (including statutory compliance & reporting)

4.8 An office holder must comply with certain statutory obligations under the Insolvency Act 1986 and other related legislation. Details about the work I anticipated would need to be done in this area was outlined to creditors in my initial fees estimate/information.

4.9 Where the costs of statutory compliance work or reporting to creditors exceeds the initial estimate, it will usually be because the duration of the case has taken longer than anticipated, possibly due to protracted asset realisations, which have in turn placed a further statutory reporting requirement on the Liquidators.

4.10 As noted in my initial fees estimate/information, this work will not necessarily bring any financial benefit to creditors, but is required on every case by statute.

Realisation of Assets

4.11 It is considered that the work the Liquidator and his staff have undertaken to date will bring a financial benefit to creditors. This may be a distribution to secured creditors of the Company only (from which a Prescribed Part fund may be derived for the benefit of unsecured creditors) or may, depending on realisations and the extent of any 3rd party security, result in a distribution to the preferential and unsecured creditors of the Company.

Creditors (claims and distributions)

4.12 Further information on the anticipated outcome for creditors in this case can be found at section 3 of this report. The Liquidators are not only required to deal with correspondence and claims from unsecured creditors (which may include retention of title claims), but also those of any secured and preferential creditors of the Company. This may involve separate reporting to any secured creditor and dealing with distributions from asset realisations caught under their security, most typically a debenture.

4.13 Claims from preferential creditors typically involve employee claims and payments made on behalf of the Company by the Redundancy Payments Service following dismissal.

4.14 The above work will not necessarily bring any financial benefit to creditors generally, however the Liquidators are required by statute to undertake this work. Similarly, if a distribution is to be paid to any class of creditor, work will be required to agree those claims and process the dividend payments to each relevant class of creditor. The more creditors a company has, the more time and cost will be involved by the Liquidators in dealing with those claims.

Investigations

4.15 Some of the work the Liquidators are required to undertake is to comply with legislation such as the Company Directors' Disqualification Act 1986 (CDDA 1986) and Statement of Insolvency Practice 2 - Investigations by Office Holders in Administration and Insolvent Liquidations and may not necessarily bring any financial benefit to creditors, unless these investigations reveal potential asset recoveries that the Liquidators can pursue for the benefit of creditors.

4.16 I can confirm that I have submitted a report on the conduct of the Directors of the Company to the Department for Business, Energy & Industrial Strategy under the CDDA 1986. As this is a confidential report, I am unable to disclose the contents.

4.17 Shortly after appointment, I made an initial assessment of whether there could be any matters that might lead to recoveries for the estate and what further investigations may be appropriate. This assessment took into account any information provided by creditors. My investigations have not revealed any issues requiring further report or any further potential recoveries which could be pursued for the benefit of creditors.

Attached as Appendix E is additional information in relation to the Liquidator's fees and the expenses and disbursements incurred in the liquidation.
ICEBLUE LEGAL LLP - IN CREDITORS’ VOLUNTARY LIQUIDATION

A copy of ‘A Creditors’ Guide to Liquidators’ Fees’ is available on request or can be downloaded from:


5 Creditors’ Rights

5.1 Within 21 days of the receipt of this report, a secured creditor, or an unsecured creditor (with the concurrence of at least 5% in value of the unsecured creditors) may request in writing that the Liquidators provide further information about their remuneration or expenses which have been itemised in this progress report.

5.2 Any secured creditor, or an unsecured creditor (with the concurrence of at least 10% in value of the unsecured creditors) may within 8 weeks of receipt of this progress report make an application to court on the grounds that, in all the circumstances, the basis fixed for the Liquidators’ remuneration is inappropriate and/or the remuneration charged or the expenses incurred by the Liquidators, as set out in this progress report, are excessive.

6 Next Report

6.1 I am required to provide a further report on the progress of the Liquidation within two months of the next anniversary of the Liquidation, unless I have concluded matters prior to this, in which case I will write to all creditors with my final account.

6.2 If you have any queries in relation to the contents of this report, I can be contacted by telephone on 0161 608 0000 or by email at insolvency@rg.co.uk.

Yours faithfully,

Alan B Coleman
Joint Liquidator
ICEBLUE LEGAL LLP - IN CREDITORS' VOLUNTARY LIQUIDATION

Appendix A

Receipts and Payments Account for the Period from 25 September 2018 to 24 September 2019
### Joint Liquidators' Summary of Receipts & Payments
To 24/09/2019

<table>
<thead>
<tr>
<th>S of A</th>
<th>-</th>
<th>-</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ASSET REALISATIONS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Uncertain</td>
<td>Work in Progress</td>
<td>4,088.00</td>
</tr>
<tr>
<td>NIL</td>
<td>Book Debts</td>
<td>NIL</td>
</tr>
<tr>
<td>2,250.00</td>
<td>Cash at Bank</td>
<td>2,250.00</td>
</tr>
<tr>
<td></td>
<td>Cash in Hand</td>
<td>7,009.18</td>
</tr>
<tr>
<td></td>
<td>Costs Refund</td>
<td>390.00</td>
</tr>
<tr>
<td></td>
<td>Bank Interest Gross</td>
<td>2.11</td>
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<tr>
<td></td>
<td>Sundry Refunds</td>
<td>944.49</td>
</tr>
<tr>
<td></td>
<td><strong>Total Asset Realisations</strong></td>
<td><strong>14,683.78</strong></td>
</tr>
<tr>
<td><strong>COST OF REALISATIONS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Specific Bond</td>
<td>40.00</td>
<td></td>
</tr>
<tr>
<td>Preparation of S.of A</td>
<td>5,500.00</td>
<td></td>
</tr>
<tr>
<td>Liquidator's Fees</td>
<td>6,475.00</td>
<td></td>
</tr>
<tr>
<td>Legal Fees</td>
<td>1,000.00</td>
<td></td>
</tr>
<tr>
<td>Irrecoverable VAT</td>
<td>1,100.00</td>
<td></td>
</tr>
<tr>
<td>Statutory Advertising</td>
<td>169.20</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Total Cost of Realisations</strong></td>
<td><strong>14,284.20</strong></td>
</tr>
<tr>
<td><strong>PREFERENTIAL CREDITORS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(5,169.42)</td>
<td>RPO Arrears &amp; Holiday Pay - Pref</td>
<td>NIL</td>
</tr>
<tr>
<td>(281.97)</td>
<td>Employee Arrears/Hol Pay - Pref</td>
<td>NIL</td>
</tr>
<tr>
<td></td>
<td><strong>Total Preferential Creditors</strong></td>
<td><strong>NIL</strong></td>
</tr>
<tr>
<td><strong>FLOATING CHARGE CREDITORS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(250,000.00)</td>
<td>Fee Solutions Limited</td>
<td>NIL</td>
</tr>
<tr>
<td></td>
<td><strong>Total Floating Charge Creditors</strong></td>
<td><strong>NIL</strong></td>
</tr>
<tr>
<td><strong>UNSECURED CREDITORS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(114,495.33)</td>
<td>Trade &amp; Expense Creditors</td>
<td>NIL</td>
</tr>
<tr>
<td>(562.83)</td>
<td>Employees Residual Claims (Est)</td>
<td>NIL</td>
</tr>
<tr>
<td>(47,005.70)</td>
<td>RPO Redundancy &amp; PILON claim (est)</td>
<td>NIL</td>
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<tr>
<td>(30,000.00)</td>
<td>Members Current Accounts (est)</td>
<td>NIL</td>
</tr>
<tr>
<td>(53,002.00)</td>
<td>Banks/institutions</td>
<td>NIL</td>
</tr>
<tr>
<td>(45.00)</td>
<td>HM Revenue &amp; Customs (PAYE)</td>
<td>NIL</td>
</tr>
<tr>
<td>(10,533.97)</td>
<td>HM Revenue &amp; Customs (VAT)</td>
<td>NIL</td>
</tr>
<tr>
<td>(150,000.00)</td>
<td>Client Account (Shortfall) (est)</td>
<td>NIL</td>
</tr>
<tr>
<td></td>
<td><strong>Total Unsecured Creditors</strong></td>
<td><strong>399.58</strong></td>
</tr>
</tbody>
</table>

**Represented by**

- Bank 1 Current
- Vat Control Account

---

Signature: Alan Brian Coleman
Joint Liquidator
Appendix B

Time Analysis for the Period from the 25 September 2018 to 24 September 2019
Time spent by grade in the period from 25 September 2018 to 24 September 2019

<table>
<thead>
<tr>
<th>Actual Fees</th>
<th>Office Holder £</th>
<th>Manager -</th>
<th>Snior Admin £</th>
<th>Support/Cashier £</th>
<th>Total Hours</th>
<th>Total Cost £</th>
<th>Average Rate £</th>
</tr>
</thead>
<tbody>
<tr>
<td>Statutory &amp; Compliance</td>
<td>4.35</td>
<td>-</td>
<td>12.60</td>
<td>20.60</td>
<td>37.55</td>
<td>4,664.00</td>
<td>124.21</td>
</tr>
<tr>
<td>Creditor Communications</td>
<td>0.25</td>
<td>-</td>
<td>8.70</td>
<td>2.00</td>
<td>10.95</td>
<td>1,522.50</td>
<td>139.04</td>
</tr>
<tr>
<td>Employee</td>
<td>-</td>
<td>-</td>
<td>3.60</td>
<td>-</td>
<td>3.60</td>
<td>540.00</td>
<td>150.00</td>
</tr>
<tr>
<td>Investigation/CDDA</td>
<td>0.75</td>
<td>-</td>
<td>11.50</td>
<td>13.75</td>
<td>26.00</td>
<td>3,173.75</td>
<td>122.07</td>
</tr>
<tr>
<td>Realisation of Assets</td>
<td>0.30</td>
<td>-</td>
<td>2.50</td>
<td>-</td>
<td>2.80</td>
<td>465.00</td>
<td>165.07</td>
</tr>
<tr>
<td>**Total hours/Cost</td>
<td>5.65</td>
<td>-</td>
<td>38.90</td>
<td>36.35</td>
<td>80.90</td>
<td>10,365.25</td>
<td>128.12</td>
</tr>
</tbody>
</table>
Appendix C

Time Cost Narrative

Administration (including statutory compliance & reporting)

This work includes:

- Notifying creditors of the liquidator’s appointment and other associated formalities including statutory advertising and filing relevant statutory notices at Companies House
- Complying with statutory duties in respect of the liquidator’s specific penalty bond
- Creation and update of case files on the firm’s insolvency software
- Redirection of the Company’s mail to the liquidator’s office
- Securing the Company’s books and records
- Pension regulatory reporting and auto-enrolment cancellation
- Completion and filing of the notice of the Company’s insolvency to HMRC
- Periodic case progression reviews (typically at the end of Month 1 and every 6 months thereafter)
- Opening, maintaining and managing the liquidation estate cashbook and bank account(s)
- Dealing with all post-appointment VAT and corporation tax compliance

Investigations

This work includes:

- Initial assessment required by Statement of Insolvency Practice 2 and the Company Directors Disqualification Act 1986 (CDDA) including the review of the Company’s books and records and the identification of potential further asset realisations which may be pursued in the liquidation
- Completing an analysis of the Company’s bank statements
- Reviewing the sums due to HMRC in respect of VAT & PAYE
- Submitting a statutory report to the Insolvency Service under the CDDA regarding the directors conduct

Realisation of assets

This work includes:

- Liaising with bank RE cash position
- Posting receipts

Creditors (claims and distributions) / Employees

This work includes:

- Dealing with employees to provide support and assistance in lodging any claims they may be entitled to make for unpaid wages, holiday pay and other statutory entitlements from the National Insurance Fund and the Company.
- Dealing with specific creditor queries via letter and e-mail
- Establishing whether the Company has a secured creditor, which involved liaising with solicitors in order to ascertain whether the security was valid.
- Liaising with the secured creditor.
- Requesting details of a final claim from the Redundancy Payments Office
- Telephone conversations and e-mail correspondence with creditors
- Logging and filing the claims received
Appendix D

Charging Policy

Introduction

This note applies where a licenced 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 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 resolution for the office holder to be remunerated on a time cost basis.

In addition, this note also 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. It also applies where payments are to be made to parties other than the firm, but in relation to which the office holder, the firm or any associate has an interest.

Office Holder’s Fees in respect of the Administration of the Insolvent Estate

The office holder has overall responsibility for the administration of the estate. He/she will delegate tasks to members of staff. Such delegation assists the office holder as it allows him/her to deal with the more complex aspects of the case and ensure that work is being carried out at the appropriate level. There are various levels of staff that are employed by the office holder and these appear below.

The firm operates a time recording system which allows staff working on the case along with the office holder to allocate their time to the case. The time is recorded at the individual’s hourly rate in force at that time, which is detailed below.

Disbursements incurred by the Office Holder’s in respect of the administration of insolvent estates

Best practice guidance classifies the expenses into two broad categories:

- Category 1 disbursements (approval not required) – specific expenditure that is directly related to the case and referable to an independent external supplier’s invoice. All such items are charged to the case as they are incurred.

- Category 2 disbursements (approval required) – items of expenditure that are directly related to the case which include an element of shared or allocated cost and are based on a reasonable method of calculation, but which are not payable into an independent third party.

The following items are charged to a case (subject to approval)

- Internal meeting room usage for the purpose of physical meeting of creditors is to be charged at a rate of £100 per meeting;
- Car mileage is to be charged at the rate of 45 pence per mile;
- Storage of books and records (where not chargeable as a category 1 disbursement) is charged on the basis that the number of standard archive boxes held in storage for a particular case bears to the total of all archive boxes for all cases in respect of the period for which the storage charge relates

Charge-Out Rates

Royce Peeling Green Limited’s current charge-out rates effective from 1 January 2019 are detailed below.

Please note this firm records its time in minimum units of 6 minutes.

<table>
<thead>
<tr>
<th></th>
<th>(Per hour) £</th>
</tr>
</thead>
<tbody>
<tr>
<td>Insolvency Practitioner</td>
<td>300.00</td>
</tr>
<tr>
<td>Senior Insolvency Adminstrator</td>
<td>150.00</td>
</tr>
<tr>
<td>Administrator/Cashier</td>
<td>105.00</td>
</tr>
</tbody>
</table>
Appendix E

Additional Information in Relation to the Joint Liquidators' Fees, Expenses & Disbursements

1  Staff Allocation and the Use of Sub-Contractors

1.1 The general approach to resourcing our assignments is to allocate staff with the skills and experience to meet the specific requirements of the case.

1.2 The constitution of the case team will usually consist of a Partner, a Manager, and an Administrator or Assistant. The exact constitution of the case team will depend on the anticipated size and complexity of the assignment and the experience requirements of the assignment.

1.3 We are not proposing to utilise the services of any sub-contractors in this case.

2  Professional Advisors

2.1 On this assignment we have used the professional advisors listed below. We have also indicated alongside, the basis of our fee arrangement with them, which is subject to review on a regular basis.

<table>
<thead>
<tr>
<th>Name of Professional Advisor</th>
<th>Basis of Fee Arrangement</th>
</tr>
</thead>
<tbody>
<tr>
<td>JMW Solicitors LLP (legal advice)</td>
<td>Hourly rate and disbursements</td>
</tr>
</tbody>
</table>

2.2 Our choice was based on our perception of their experience and ability to perform this type of work, the complexity and nature of the assignment and the basis of our fee arrangement with them.

3  Joint Liquidators' Expenses & Disbursements

3.1 The estimate of expenses (including disbursements) which were anticipated at the outset of the Liquidation was provided to creditors when the basis of my fees were approved, a copy of which is set out below:

<table>
<thead>
<tr>
<th>Expense</th>
<th>Estimated cost £</th>
</tr>
</thead>
<tbody>
<tr>
<td>Statutory advertising</td>
<td>253.80</td>
</tr>
<tr>
<td>Specific penalty bond</td>
<td>40.00</td>
</tr>
<tr>
<td>External storage of company's books and records</td>
<td>37.00</td>
</tr>
<tr>
<td>Bank charges</td>
<td>75.00</td>
</tr>
</tbody>
</table>

Current position of Joint Liquidators' expenses

3.2 An analysis of the expenses paid to the date of this report, together with those incurred but not paid at the date of this report is provided below:
ICEBLUE LEGAL LLP - IN CREDITORS' VOLUNTARY LIQUIDATION

<table>
<thead>
<tr>
<th></th>
<th>Paid in the period covered by this report £</th>
<th>Incurred but not paid to date £</th>
<th>Total anticipated cost £</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agents' costs</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Solicitors' costs</td>
<td>1,000.00</td>
<td>NIL</td>
<td>1,000.00</td>
</tr>
<tr>
<td>Statutory advertising</td>
<td>253.80</td>
<td>NIL</td>
<td>253.80</td>
</tr>
<tr>
<td>Specific penalty bond</td>
<td>40.00</td>
<td>NIL</td>
<td>40.00</td>
</tr>
<tr>
<td>External storage of books &amp; records</td>
<td>37.00</td>
<td>NIL</td>
<td>37.00</td>
</tr>
<tr>
<td><strong>Category 2 disbursements</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Business mileage</td>
<td>8.00</td>
<td>NIL</td>
<td>8.00</td>
</tr>
<tr>
<td>Postage</td>
<td>371.38</td>
<td>NIL</td>
<td>500.00</td>
</tr>
</tbody>
</table>

3.3 Category 1 disbursements do not require approval by creditors. The type of disbursements that may be charged as a Category 1 disbursement to a case generally comprise of external supplies of incidental services specifically identifiable to the case, such as postage, case advertising, invoiced travel and external printing, room hire and document storage. Also chargeable will be any properly reimbursed expenses incurred by personnel in connection with the case. These disbursements are included in the tables of expenses above.

3.4 Category 2 disbursements do require approval from creditors. These are costs which are directly referable to the appointment in question but are not payments which are made to an independent third party and may include shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis such as internal room hire, document storage or business mileage. Details of Category 2 disbursements charged by this firm (where appropriate) were provided at the time the Liquidators’ fees were approved by creditors. Any Category 2 disbursements incurred are specifically highlighted in the tables of expenses above.

4 Charge-Out Rates

4.1 Royce Peeling Green Limited’s current charge-out rates effective from 1 August 2018 to 31 December 2018 are detailed below.

4.2 Please note this firm records its time in minimum units of 6 minutes.

<table>
<thead>
<tr>
<th></th>
<th>(Per hour) £</th>
</tr>
</thead>
<tbody>
<tr>
<td>Partner/Senior Insolvency Practitioner</td>
<td>275.00</td>
</tr>
<tr>
<td>Manager/Insolvency Practitioner</td>
<td>250.00</td>
</tr>
<tr>
<td>Senior Administrator</td>
<td>150.00</td>
</tr>
<tr>
<td>Cashier/Support</td>
<td>50.00-102.00</td>
</tr>
</tbody>
</table>

4.3 Royce Peeling Green Limited’s current charge-out rates effective from 1 January 2019 are detailed below. Please note this firm records its time in minimum units of 6 minutes.

<table>
<thead>
<tr>
<th></th>
<th>(Per hour) £</th>
</tr>
</thead>
<tbody>
<tr>
<td>Insolvency Practitioner</td>
<td>300.00</td>
</tr>
<tr>
<td>Senior Insolvency Administrator</td>
<td>160.00</td>
</tr>
<tr>
<td>Administrator/Cashier</td>
<td>105.00</td>
</tr>
</tbody>
</table>