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Joint liquidators' progress report  
from 18 July 2017 to 17 July 2018

***Dickens Heath Development  
Company Limited***  
(in liquidation)

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7 September 2018

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# ***Abbreviations and definitions***

The following table shows the abbreviations and insolvency terms that may be used in this report:

<b>Abbreviation or definition</b>	<b>Meaning</b>
Company	Dickens Heath Development Company Limited
Liquidators	David Robert Baxendale and Robert Jonathan Hunt to 8 November 2016 and David Robert Baxendale and Toby Scott Underwood from 8 November 2016
Receivers	Joseph Anthony Pitt and Benedict James Nicholas Moon of Fraser CRE (Formerly of BNP Paribas)
DHMC	Dickens Heath Management Company Limited
firm	PricewaterhouseCoopers LLP
IR16	Insolvency (England and Wales) Rules 2016
IA86	Insolvency Act 1986
CVL	Creditors' voluntary liquidation
HMRC	HM Revenue & Customs
prescribed part	The amount set aside for unsecured creditors from floating charge funds in accordance with section 176A IA86 and the Insolvency Act 1986 (Prescribed Part) Order 2003
secured creditors	Creditors with security in respect of their debt, in accordance with Section 248 IA86
preferential creditors	Generally, claims for unpaid wages earned in the four months before the insolvency up to £800, holiday pay and unpaid pension contributions in certain circumstances
Bank	Royal Bank of Scotland Plc
unsecured creditors	Creditors who are neither secured nor preferential

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# Key messages

## *Why we've sent you this report*

I'm writing to update you on the progress of the liquidation of the Company in the 12 months since our last report dated 4 September 2017.

You can still view our earlier reports on our website at [www.pwc.co.uk/dickens](http://www.pwc.co.uk/dickens).

## *How much creditors may receive*

The following table summarises the possible outcome for creditors\*, based on what we currently know.

<b>Class of creditor</b>	<b>Current estimate (p in £)</b>	<b>Previous estimate (p in £)</b>
Preferential creditors	N/A	N/A
Unsecured creditors	3-5.5 p in £	2-6 p in £

*\*Please note this guidance on dividends is only an indication and should not be used as the main basis of any bad debt provision or debt trading.*

## *What you need to do*

This report is for your information and you don't need to do anything.

# Overview of what we've done to date

This is our sixth progress report. You may wish to refer to our previous reports which can be found at [www.pwc.co.uk/dickens](http://www.pwc.co.uk/dickens). As explained in our earlier reports, the Receivers were appointed over the Company's assets which are subject to a fixed charge. Assets have been realised as set out below:

	<b>Estimated to realise per the statement of affairs £</b>	<b>Current Status  £</b>
<b>Assets subject to fixed charge</b>		
Garden Square East Slab	3,500,000	Sold by Receivers
Commercial Properties: 73, 35, 77 Main Street, Dickens Heath	440,000	Sold by Receivers
Garden Squares Phase 1, residential properties	2,945,250	Sold by Receivers
Garden Squares Phase 1, commercial properties	175,000	Sold by Receivers
Waterside commercial properties	600,000	Sold by Receivers
Waterside residential property	158,400	Sold by Receivers
<b>Assets to be realised by the Liquidators</b>	<b>£</b>	<b>£</b>
Accounts receivable (historic ground rents)	4,300	308,377
Bank interest	-	3,968
Ground rent portfolio	800,000	-
Refunds	-	17,766
	<b>8,626,153</b>	<b>320,111</b>

When we last reported, the key outstanding matters in the liquidation were as follows:

- *Receiving the balance of funds from the Receivers prior to them vacating office;*
- *Collecting aged ground rents due;*
- *Marketing and realising the Company's ground rent portfolio;*
- *Adjudicating and agreeing claims; and*
- *Distributing funds to creditors.*

We will be provide an update on how these matters have progressed during the period later in this report.

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# ***Outcome for creditors***

## ***Secured creditors***

The Bank's lending to the Company as at the date of the Receivers' appointment was c£7.5m and is secured by a debenture dated 4 December 2007. This security gives the Bank fixed and floating charges over all the Company's assets. The Bank had been repaid its lending in full by the Receivers as detailed in a prior report however, upon liaising with the Bank and the Receivers in relation to matters relating to the Company's tax position, it transpired that the Bank had an outstanding balance of interest due to it which has now been paid from the receivership funds. This will reduce any surplus that was due from the receivership into the liquidation. In the period post 18 July 2018, we have received confirmation that the Receivers have ceased to act and a balance of £95k will be received into the liquidation shortly.

The Metropolitan Borough of Solihull also held a debenture in relation to the Company. The Receivers have confirmed that this charge was removed when the sale of the slab was completed.

## ***Preferential creditors (mainly employees)***

There are no preferential creditors of this Company.

## ***Unsecured creditors***

Dividends become available for unsecured creditors when there are sufficient funds (after costs of the liquidation) to pay the secured and preferential creditors in full, with an amount left over. In certain circumstances, part of the amount available for secured creditors may be ring-fenced for the benefit of unsecured creditors. This prescribed part is paid out of 'net property', which is floating charge realisations after costs, and after paying - or setting aside enough to pay - preferential creditors in full. But it only has to be made available where the floating charge was created on or after 15 September 2003.

As the secured creditor has been repaid its lending in full from fixed charge assets, the prescribed part does not apply in this case.

During the period covered by this report, we adjudicated upon all creditor claims received and issued our notice to creditors of our intention to pay an interim unsecured distribution. We also invited anyone who had not already submitted a claim in the liquidation to do so by 10 June 2018. The claims adjudication process was then concluded and all received claims were admitted to rank as unsecured claims.

After the notice period expired, we then declared and paid an interim distribution to unsecured creditors that had proved their debt totalling 1.4 pence in the £. The total funds distributed were £498,557. We expect to pay a further distribution but the timing of this remains uncertain.

We would encourage any unsecured creditor who has yet to submit a claim to do so at the earliest opportunity by completing the proof of debt form (located at [www.pwc.co.uk/dickens](http://www.pwc.co.uk/dickens)) and returning this, along with evidence in support of the claim value, to Adam Thompson at Central Square, 8<sup>th</sup> Floor, 29 Wellington Street, Leeds, LS1 4DL. We would also encourage any creditor that participated in the interim dividend who has not cashed their dividend cheque to do so as soon as possible.

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# ***Progress since we last reported***

## ***Realisation of assets not specifically pledged***

### ***Surplus from the receivership***

Asset realisations in the receivership were in excess of the amounts required to settle the amount due to the Bank and also the costs of the receivership. To date we have received a surplus of £800,000 from the Receivers. The Receivers were holding a balance of c£180k. While concluding matters to finalise the receivership and vacate office, it came to light that a further balance was outstanding to the Bank relating to accrued interest (this has since been settled by the Receivers). In the period post 18 July 2018, we have received confirmation that the Receivers have ceased to act and a final balance of £95k will be received into the liquidation imminently.

### ***Sale of the ground rent portfolio***

As the Bank has been paid in full, the Company's ground rent portfolio has become a liquidation asset. We are keen to market and sell this asset as soon as possible. However, we do not believe it is in the creditors' interest to market the portfolio until the Receivers have ceased to act and it is clear from all Company and title documents that the Liquidators have the authority to sell this without it being subject to any secured charges. Now that we have had confirmation that the Receivers have vacated office, we can begin to market the portfolio.

Throughout the period of this report we have remained in contact with the Receivers to assist with the final steps to allow them to vacate office. Although we still await confirmation of their vacation, we understand that this will be imminent. Considerable efforts have been made during the period to assist the Receivers in concluding the matters preventing them from vacating office, as these matters have now been resolved we can instruct agents to assist us in the marketing of the ground rent portfolio

We do have an indicative value range for the ground rent portfolio, however we are unable to disclose this so as not to prejudice any future negotiations around a sale. Creditors will be updated regarding this in our next report.

### ***Additional land included in title deeds for ground rent portfolio***

During the period, we have been informed by the Receivers that in addition to the ground rent portfolio there is a village green, a communal play area and a nature reserve which have not been dealt with by the Receivers. Early indications are that these pieces of land do not hold any material value. As the Receivers have now vacated office, it will fall to the liquidators to deal with the disposal of this land.

### ***Historic ground rent arrears***

As mentioned in our previous reports, in order to be in a position to market the ground rent portfolio once the Receivers ceased to act, we have been extensively involved with DHMC, the property management company for the Dickens Heath Village Centre site, to ensure the collection of all historic ground rents and ensure the appropriate management/maintenance structure is in place.

During the period, DHMC has recovered £30,674 of aged ground rents and these have been transferred to the liquidation, bringing total receipts during the liquidation to £308,377. Further receipts of c£50,000 have been received into the liquidation after the reporting period end and these will be reflected in our next report.

### ***Interest***

Interest receipts in the period total £2,002, bringing total receipts during the liquidation to £3,968. Further receipts are expected.

## ***Statutory and compliance***

During the period, we have prepared and submitted the previous progress report, formally adjudicated unsecured claims received and paid an interim dividend to unsecured creditors.

We have also prepared and submitted the corporation tax return for the period ended 17 July 2017. A return was submitted and a tax payment of £13,826 was made in the period covered by this report. We have also sought and obtained agreement HMRC on the tax treatment of property sales made by the Receivers, enabling losses to be utilised and giving more certainty of the outcome in relation to tax matters.

We have also undertaken a detailed review of the Company's VAT position, which again has provided more clarity on VAT recoverability and future outcome.

## *Investigations and actions*

Nothing has come to our attention during the period under review to suggest that we need to do any more work in line with our duties under the Company Directors' Disqualification Act 1986 and Statement of Insolvency Practice No.2.

## *Our receipts and payments account*

We set out in Appendix A an account of our receipts and payments in the liquidation from 18 July 2017 to 17 July 2018.

## *Our expenses*

We set out in Appendix B a statement of the expenses we've incurred to the date covered by this report and an estimate of our future expenses. The statement excludes any potential tax liabilities that we may need to pay as a liquidation expense in due course because amounts due will depend on the position at the end of the tax accounting period.

## *Our fees*

We set out in Appendix C an update on our fees, disbursements and other related matters.

## *Creditors' rights*

Creditors have the right to ask for more information within 21 days of receiving this report as set out in Rule 18.9 IR16. Any request must be in writing. Creditors can also challenge our fees and expenses within eight weeks of receiving this report as set out in Rule 18.34 IR16.

This information can also be found in the guide to fees at: <http://www.icaew.com/-/media/corporate/files/technical/insolvency/creditors-guides/2017/liquidations-creditor-fee-guide-6-april-2017.ashx?la=en>

You can also get a copy free of charge by telephoning Adam Thompson on 0113 289 4983.

## *What we still need to do*

In order to finalise the liquidation of the Company, we still need to receive the remaining receivership surplus, collect the remaining aged ground rents and market and complete a sale of the ground rent portfolio, including the additional land mentioned previously.

Now that the Receivers have vacated office, we can look to complete a sale of the ground rent portfolio, we will then look to finalise the Company's tax position and make a second and final distribution to creditors before finalising the remaining closure matters to allow us to vacate office.



## ***Next report***

We expect to send our next report to creditors at the end of the liquidation or in about 12 months, whichever is the sooner. If you've got any questions, please get in touch with Adam Thompson on 0113 289 4983.

Yours faithfully



**David Baxendale**  
**Joint liquidator**

*David Robert Baxendale and Toby Scott Underwood have been appointed as joint liquidators of the Company. Both are licensed in the United Kingdom to act as an Insolvency Practitioners by The Institute of Chartered Accountants in England & Wales. The joint liquidators are bound by the Insolvency Code of Ethics which can be found at: <https://www.gov.uk/government/publications/insolvency-practitioner-code-of-ethics>. The joint liquidators may act as controllers of personal data as defined by UK data protection law depending upon the specific processing activities undertaken. PricewaterhouseCoopers LLP may act as a processor on the instructions of the joint liquidators. Personal data will be kept secure and processed only for matters relating to the joint liquidators' appointment. Further details are available in the privacy statement on the [PwC.co.uk](https://www.pwc.co.uk) website or by contacting the joint liquidators.*

# Appendix A: Receipts and payments

Statement of affairs	Brought forward from 17 July 2017	Paid in the period 18 July 2017 to 17 July 2018	Total from appointment to 17 July 2018
(£) Receipts	(£)	(£)	(£)
7,818,650.00 Freehold property (Ground Rent Portfolio)	-	-	-
- Receivers' funds received	800,000.00	-	800,000.00
800,000.00 Ground rents	277,702.86	30,674.00	308,376.86
4,300.00 Accounts receivable	901.05	-	901.05
- Third Party Funds	-	-	-
- Refunds	17,765.52	-	17,765.52
- Interest received gross	1,966.47	2,001.81	3,968.28
<b>8,622,950.00 Total</b>	<b>1,098,335.90</b>	<b>32,675.81</b>	<b>1,131,011.71</b>
<b>Payments</b>			
Liquidators' fees (time costs basis)	(110,000.00)	-	(110,000.00)
Statement of affairs fee	(7,500.00)	-	(7,500.00)
Liquidators' disbursements	(1,837.56)	-	(1,837.56)
Agent's fees	-	(3,250.00)	(3,250.00)
Legal fees & Expenses	(8,579.41)	-	(8,579.41)
Corporation tax / Income tax	(38,706.20)	(13,825.55)	(52,531.75)
Irrecoverable VAT	(25,573.79)	(15.00)	(25,588.79)
Statutory advertising	-	(75.00)	(75.00)
Finance / Bank interest & charges	(36.70)	-	(36.70)
<b>Total</b>	<b>(192,233.66)</b>	<b>(17,165.55)</b>	<b>(209,399.21)</b>
VAT Control	-	-	-
Distribution to unsecured creditors of 1.4p in £ on 21 June 2018	-	(498,557.45)	(498,557.45)
Balance at bank held in interest bearing account	<b>906,102.24</b>	<b>(483,047.19)</b>	<b>423,055.05</b>
*All items are stated net of VAT			
We understand that VAT will be irrecoverable			

## Appendix B: Expenses

The following table provides details of our expenses. Expenses are amounts properly payable by us as Liquidators from the estate and includes our fees, but excludes distributions to creditors. The table also excludes any potential tax liabilities that we may need to pay as a liquidation expense because amounts becoming due will depend on the position at the end of the tax accounting period.

The table should be read in conjunction with the receipts and payments account at Appendix A, which shows expenses actually paid during the period and the total paid to date.

	Brought forward from preceding period £	Incurred in the period under review £	Expenses paid in the period £	Unpaid expenses at 17 July 2017 £	Estimated future expenses £
Liquidators' fees***	58,865	69,784	-	128,649	**109,486
Liquidators' expenses	14	15	-	29	431
Legal fees	547	-	-	547	*Uncertain
Bank charges	-	-	-	-	40
Agent's fees	-	3,250	3,250	-	*Uncertain
Consultancy fees	12,831	-	-	12,831	-
Irrecoverable VAT	-	15	15	-	Uncertain
Statutory advertising	-	75	75	-	-
<b>Total</b>	<b>72,257</b>	<b>73,139</b>	<b>3,340</b>	<b>142,056</b>	<b>109,957</b>

*\*We are unable to provide an estimate for future agents' fees or legal fees at present as these will be incurred in relation to the marketing and sale of the ground rent portfolio which has not yet commenced. Agents are yet to be instructed but we would anticipate that their fee would be on a percentage of realisations basis.*

*\*\*Our estimated future costs has increased from our previous report due to the continuing work required while we awaited the Receivers' vacation of office.*

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## ***Appendix C: Remuneration update***

Our fees were approved on a time costs basis at the meeting of creditors on 18 July 2012. This approval allows us to draw fees by reference to the time properly given by us and our staff in dealing with the liquidation.

We have drawn fees of £110,000 in line with the approval given, we have not drawn any fees in the period covered by this report. Total time costs of 238,609 have been incurred since our appointment, as shown on the enclosed receipts and payments account.

The time cost charges incurred in the period covered by this report are £69,784 which represents 235 hours at an average hourly rate of £297.01. This amount does not necessarily reflect how much we will eventually draw as fees for this period.

We set out later in this Appendix details of our work to date, anticipated future work, disbursements, subcontracted work and payments to associates.

## Our hours and average rates for the period 18 July 2017 to 17 July 2018

Aspect of assignment	Partner	Senior		Senior		Associate	Associate	Secretarial	Total hours	Time cost £	Average hourly rate £	Cumulative time costs £
		Director	Manager	Manager	Associate							
Strategy & Planning	-	2.00	-	8.20	-	-	-	0.70	<b>10.90</b>	4,526.00	415.23	46,156.75
Assets	-	1.00	-	11.00	-	-	4.30	-	<b>16.30</b>	5,437.00	333.56	24,228.65
Investigations	-	-	-	-	-	-	-	-	-	-	-	2,965.40
Creditors	-	-	1.00	20.75	0.90	-	35.75	-	<b>58.40</b>	14,283.05	244.57	22,328.40
Accounting and treasury	-	-	0.10	1.30	1.70	-	3.80	-	<b>6.90</b>	1,513.85	219.40	7,811.62
Statutory and compliance	-	2.75	0.95	9.20	1.00	-	54.50	-	<b>68.40</b>	15,608.50	228.19	65,782.70
Tax & VAT	-	-	-	15.70	41.15	-	17.20	-	<b>74.05</b>	28,415.25	383.73	69,335.80
<b>Total for the period</b>	-	<b>5.75</b>	<b>2.05</b>	<b>66.15</b>	<b>44.75</b>	-	<b>115.55</b>	<b>0.70</b>	<b>234.95</b>	<b>69,783.65</b>	<b>297.01</b>	<b>238,609.32</b>
<b>*Brought forward at 17 July 2017</b>									<b>649.65</b>	<b>168,825.67</b>	<b>259.87</b>	
<b>Total</b>									<b>884.60</b>	<b>238,609.32</b>	<b>269.74</b>	

\*The brought forward balance was adjusted in a prior period.

## *Our time charging policy and hourly rates*

We and our team charge our time for the work we need to do in the liquidation. We delegate tasks to suitable grades of staff, taking into account their experience and any specialist knowledge that is needed and we supervise them properly to maximise the cost effectiveness of the work done. Anything complex or important matters of exceptional responsibility are handled by our senior staff or us.

All of our staff who work on the liquidation (including our cashiers, support and secretarial staff) charge time directly to the case and are included in any analysis of time charged. Each grade of staff has an hourly charge out rate which is reviewed from time to time. For the avoidance of doubt, work carried out by our cashiers, support and secretarial staff is charged on a time costs basis and is included in the analysis of hourly rates charged by partners or other staff members. Time is charged in three minute units (i.e. 0.05 units). We don't charge general or overhead costs.

We set out below the maximum charge-out rates per hour for the grades of our staff who already or who are likely to work on the liquidation.

<b>Grade</b>	<b>From 18 July 2017 to 30 June 2018 £</b>	<b>From 1 July 2018 to 17 July 2018 £</b>
Partner	865	890
Director	760	780
Senior manager	575	590
Manager	495	510
Senior associate – qualified	412	425
Senior associate – unqualified	304	315
Associate	258	265
Support staff	129	135

Charge out rates for the prior periods are detailed in our earlier reports.

We call on colleagues in our Tax, VAT, Real Estate and Pensions departments where we need their expert advice. Their specialist charge-out rates vary but the following are the maximum rates by grade per hour.

<b>Grade</b>	<b>From 18 July 2017 to 30 June 2018 £</b>	<b>From 1 July 2018 to 17 July 2018 £</b>
Partner	1,315	1,315
Director	1,210	1,210
Senior manager	1,230	1,230
Manager	735	735
Senior Associate / consultant	545	545
Associate / assistant consultant	270	270
Support staff	160	160

Charge out rates for the prior periods are detailed in our earlier reports.

In common with many professional firms, our scale rates may rise to cover annual inflationary cost increases.

## *Payments to associates*

We have not made any payments to associates in the period covered by this report.

## *Our work in the period*

Earlier in this section we have included an analysis of the time spent by the various grades of staff.

Whilst this is not an exhaustive list, in the following table we provide more detail on the key areas of work:

<b>Area of work</b>	<b>Work undertaken</b>	<b>Why the work was necessary</b>	<b>What, if any, financial benefit the work provided to creditors OR whether it was required by statute</b>
<i>Strategy &amp; planning</i>	<ul style="list-style-type: none"> <li>• <i>Liaising with professional advisors</i></li> <li>• <i>Six monthly manager and appointee reviews</i></li> <li>• <i>Preparing claims agreement strategy and obtaining appointee approval</i></li> <li>• <i>Maintaining case outcome statement</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>To ensure effective case management and progression</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Minimises costs to creditors and maintains case progression</i></li> </ul>
<i>Assets</i>	<ul style="list-style-type: none"> <li>• <i>Information requests to the Receivers</i></li> <li>• <i>Liaising with agents for DHMC regarding rent collection and efficient management of portfolio</i></li> <li>• <i>Liaison with Receivers in relation to additional land</i></li> <li>• <i>Requesting updates from Receivers regarding ceasing to act</i></li> <li>• <i>Considering insurance of additional land</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>To realise funds from creditors</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Maximises potential returns to creditors</i></li> </ul>
<i>Creditors</i>	<ul style="list-style-type: none"> <li>• <i>Responding to creditor queries</i></li> <li>• <i>Providing updates to creditors</i></li> <li>• <i>Adjudicating creditor claims</i></li> <li>• <i>Issuing notice of intention to distribute</i></li> <li>• <i>Advertising dividend</i></li> <li>• <i>Calculating interim distribution to creditors</i></li> <li>• <i>Issuing distribution payment to creditors</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>To keep creditors updated on progression</i></li> <li>• <i>To prepare for a distribution of funds to creditors</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Returns funds to creditors</i></li> </ul>
<i>Accounting &amp; treasury</i>	<ul style="list-style-type: none"> <li>• <i>Managing and reconciling the bank account</i></li> <li>• <i>Processing and allocating receipts</i></li> <li>• <i>Processing invoices for payment</i></li> <li>• <i>Verifying account details</i></li> <li>• <i>Issuing distribution cheques to creditors</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>For proper management of funds held</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Ensures proper stewardship of funds</i></li> </ul>

<i>Statutory &amp; compliance</i>	<ul style="list-style-type: none"> <li>• Preparation, review and circulation of the 2017 progress report</li> <li>• Updating case website</li> <li>• Filing of case correspondence</li> <li>• Maintaining case files and records</li> </ul>	<ul style="list-style-type: none"> <li>• To comply with statutory requirements</li> </ul>	<ul style="list-style-type: none"> <li>• Statutory and regulatory requirements</li> </ul>
<i>Tax &amp; VAT</i>	<ul style="list-style-type: none"> <li>• Liaising with internal tax team</li> <li>• Preparing, reviewing and submitting the tax return to 2017 year end</li> <li>• Liaising with VAT team regarding VAT status of the Company</li> <li>• Detailed review of VAT position</li> <li>• Liaising with HMRC in relation to agreeing historic &amp; future tax position</li> </ul>	<ul style="list-style-type: none"> <li>• Required by statute</li> </ul>	<ul style="list-style-type: none"> <li>• Statutory and regulatory requirement</li> </ul>

## *Our future work*

We still need to do the following work in the liquidation.

<b>Area of work</b>	<b>Work we need to do</b>	<b>Estimated cost (£)</b>	<b>What, if any, financial benefit the work will provide to creditors OR whether it is required by statute</b>
<i>Strategy &amp; planning</i>	<ul style="list-style-type: none"> <li>• Strategy for the sale of the ground rent portfolio and additional land</li> <li>• Preparing the final distribution strategy to return funds to creditors</li> <li>• Strategy meetings and case handover meetings</li> <li>• Closure strategy</li> </ul>	<ul style="list-style-type: none"> <li>• 10,667</li> </ul>	<ul style="list-style-type: none"> <li>• Minimises costs to creditors and maintains case progression</li> </ul>
<i>Assets</i>	<ul style="list-style-type: none"> <li>• Continued correspondence with the Receivers to ensure surplus of receivership is received into the liquidation</li> <li>• Appointing and liaising with professional advisors regarding a sale of the ground rent portfolio</li> <li>• Liaising with agents for DHMC regarding rent collection</li> <li>• Liaising with agents in respect of marketing the ground rent portfolio</li> <li>• Marketing and completing a sale of the ground rent portfolio</li> <li>• Negotiating sale of the village green / nature reserve land</li> <li>• Insuring assets where necessary</li> </ul>	<ul style="list-style-type: none"> <li>• 40,021</li> </ul>	<ul style="list-style-type: none"> <li>• Maximises potential returns to creditors</li> </ul>



<i>Creditors</i>	<ul style="list-style-type: none"> <li>• <i>Responding to creditor queries</i></li> <li>• <i>Providing updates to creditors</i></li> <li>• <i>Reviewing and agreeing any new creditor claims received after payment of the interim dividend</i></li> <li>• <i>Distributing funds to creditors (final)</i></li> <li>• <i>Dealing with unclaimed dividends</i></li> </ul>	• 15,210	• <i>No financial benefit</i>
<i>Accounting &amp; treasury</i>	<ul style="list-style-type: none"> <li>• <i>Managing and reconciling the bank account</i></li> <li>• <i>Processing and allocating receipts</i></li> <li>• <i>Processing invoices for payment</i></li> <li>• <i>Verifying account details</i></li> <li>• <i>Processing the final distribution to creditors</i></li> <li>• <i>Dealing with unclaimed distribution cheques</i></li> <li>• <i>Bank account closure</i></li> </ul>	• 2,000	• <i>Ensures proper management of funds held</i>
<i>Statutory &amp; compliance</i>	<ul style="list-style-type: none"> <li>• <i>Preparation, review and circulation of the annual progress report</i></li> <li>• <i>Updating case website</i></li> <li>• <i>Filing of case correspondence</i></li> <li>• <i>Maintaining case files and records</i></li> <li>• <i>Dealing with the Company books &amp; records</i></li> <li>• <i>Statutory file reviews by the appointees</i></li> </ul>	• 20,000	• <i>Statutory and regulatory requirements</i>
<i>Tax &amp; VAT</i>	<ul style="list-style-type: none"> <li>• <i>Liaising with internal tax team</i></li> <li>• <i>Preparing, reviewing and submitting the annual / final tax returns</i></li> <li>• <i>Liaising with HMRC in relation to tax computations</i></li> <li>• <i>Obtaining tax clearance to exit office</i></li> </ul>	• 10,000	• <i>Statutory and regulatory requirement</i>
<i>Closure procedures</i>	<ul style="list-style-type: none"> <li>• <i>Planning for case closure</i></li> <li>• <i>Clearance requests before leaving office</i></li> <li>• <i>Conducting closure reviews</i></li> <li>• <i>Preparing the final progress report</i></li> <li>• <i>Filing relevant notices to exit office</i></li> <li>• <i>Systems closure</i></li> </ul>	• 11,298	• <i>Minimises costs to increase returns to creditors</i>

## *Disbursements*

We don't need to get approval to draw expenses or disbursements unless they are for shared or allocated services provided by our own firm, including room hire, document storage, photocopying, communication

facilities. These types of expenses are called “Category 2” disbursements and they must be directly incurred on the case, subject to a reasonable method of calculation and allocation and approved by the same party who approves our fees.

Our expenses policy allows for all properly incurred expenses to be recharged to the liquidation and has approved by general body of creditors where required.

The following disbursements arose in the period of this report.

Category	Policy	Costs incurred £
2	<b>Photocopying</b> - at 5 pence per sheet copied, only charged for circulars to creditors and other bulk copying.	-
2	<b>Mileage</b> - At a maximum of 71 pence per mile (up to 2,000cc) or 93 pence per mile (over 2,000cc)	-
1	<i>Land registry searches</i>	3.00
1	<i>Postage</i>	8.54
1	<i>Storage costs</i>	3.35
<b>Total</b>		<b>14.89</b>

## *Our relationships*

We have no business or personal relationships with the parties who approve our fees or who provide services to the liquidation where the relationship could give rise to a conflict of interest.

## *Details of subcontracted work*

We have appointed Robert Wiggins and William Wardrop in order to assist us on a consultancy basis with the realisation of the ground rent portfolio and collection of arrears due.

## *Legal and other professional firms*

We’ve instructed the following professionals on this case:

Service provided	Name of firm / organisation	Reason selected	Basis of fees
Legal advice	• <i>Dentons LLP</i>	• <i>Relevant expertise</i>	• <i>Time costs</i>
Consultancy in relation to the ground rent portfolio	• <i>Robert Wiggins</i>	• <i>Relevant expertise</i>	• <i>Time costs</i>
Consultancy in relation to the ground rent portfolio	• <i>William Wardrop</i>	• <i>Relevant expertise</i>	• <i>Time costs</i>

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## ***Appendix D: Other information***

Company's registered name:	Dickens Heath Development Company Limited
Trading name:	As above
Registered number:	04319615
Registered address:	Central Square, 8 <sup>th</sup> Floor, 29 Wellington Street, LS1 4DL
Date of the Liquidators' appointment:	18 July 2012
Liquidators' names, addresses and contact details:	David Robert Baxendale and Toby Scott Underwood of PricewaterhouseCoopers LLP, Central Square, 8 <sup>th</sup> Floor, 29 Wellington Street, LS1 4DL Contact: Adam Thompson on 0113 289 4983