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TO ALL KNOWN CREDITORS

29 May 2019

Ref: RHK/CGJK/AJS16.1
Email: crawshawgroup@uk.ey.com

Dear Sirs

Crawshaw Group Plc ('Plc')
Crawshaw Butchers Limited ('Butchers')
East Yorkshire Beef Limited ('EYB')
Gabbotts Farm Limited ('GFL')
Gabbotts Farm (Retail) Limited ('GFRL')
(all in administration) (together 'the Companies' or 'the Group')

High Court of Justice, Business and Property Courts in Leeds, Insolvency and Companies List (ChD) 1113, 1114, 1124 and 1126 of 2018 (respectively)

High Court of Justice, Business and Property Courts in Manchester, Insolvency and Companies List (ChD) 3055 of 2018

I write, in accordance with Rule 18.3 of the Insolvency (England and Wales) Rules 2016, to provide creditors with a report on the progress of the administrations.

On 2 November 2018 Plc, Butchers, GFL and EYB entered Administration and Robert Hunter Kelly and Charles Graham John King were appointed to act as Joint Administrators. This report covers the period from 2 November 2018 to 1 May 2019 in respect of Plc, Butchers, EYB and GFL.

On 7 November 2018 GFRL entered Administration and Robert Hunter Kelly and Charles Graham John King were appointed to act as Joint Administrators. This report covers the period from 7 November 2018 to 6 May 2019 in respect of GFRL.

This report should be read in conjunction with our Joint Administrators' Statement of Proposals delivered to creditors on 24 December 2018 ('the Proposals') and revised Statement of Proposals dated 1 April 2019 (in respect of GFL only) ('the Revised Proposals').

Statutory information about the Companies, the administrations and the office holders is given at Appendix 1.

Summary of progress

Approval of the Proposals and Revised Proposals

The Proposals were approved by resolutions of the creditors of Plc, Butchers, EYB and GFRL on 18 January 2019. The Revised Proposals were approved by written correspondence of the creditor of GFL on 1 April 2019.

Finalising trading liabilities

As outlined in the Proposals, the Joint Administrators continued to trade the 19 stores which remained open at the date of appointment for a period of four weeks whilst pursuing a sale of the business and assets of the Group. On 30 November 2018 the Joint Administrators completed a sale of the Group's business and assets to Loughanure Limited (now known as Sterling Meat Company Limited) ("Loughanure") for a total initial consideration of £1,379,500 which was subsequently adjusted to £1,344,500 following the stock valuation exercise being completed. Further detail on the sale of the business and assets to Loughanure was provided in the Proposals.

Work is ongoing to settle liabilities due in relation to services provided from key suppliers (i.e. landlords, utility suppliers, food suppliers and waste management companies) during the Administration trading period.

A summary of the income and costs associated with trading are shown in the Butchers and EYB receipts and payments accounts at Appendix 2. Current estimates are that the trading period has generated profits of £104,286 in Butchers and profits of £12,125 in EYB which will be made available (after taxes and costs) for the benefit of the creditors of these entities.

Stock

The amount Loughanure paid for stock was held on account pending the outcome of a stock count and valuation as at the date of completion. Following completion of the stock count and valuation, total consideration of £256,430 and £9,070 plus VAT was received for stock of Butchers and EYB respectively. This resulted in a repayment of £35,000 to Loughanure in respect of the on account payment made on completion.

Transitional services

Work was completed during the period of this report to assist Loughanure with banking, card payments and weekly payroll in the period post-transaction to ensure a smooth transition of the business. Loughanure agreed to pay £5,000 per week to Butchers in respect of transitional services provided, with an additional £5,000 payable for any assistance required in respect of the monthly salary payment. Total consideration of £15,000 plus VAT was received in respect of transitional services provided which will be made available (after costs) to Butchers' creditors.

Licence to occupy

The Joint Administrators granted Loughanure temporary licences to occupy 18 of the Group's leasehold properties. The temporary licences are intended to allow Loughanure a period of occupation whilst negotiations are undertaken with each of the landlords regarding the long term future of the premises.

Should Loughanure enter into new leases or take assignments of the existing leases in relation to the stores and head office, the unsecured landlord claims in each of the relevant entities will be reduced, which will be beneficial to the remaining creditors. Work continues with the assistance of our lawyers Squire Patton Boggs (UK) LLP ('SPB'), to assign or surrender the relevant leases of the above-mentioned properties to mitigate the level of unsecured landlord claims.

As at the date of this report, three leases had been assigned, four leases had or were imminently due to be surrendered, three properties had or were in the process of being vacated and eight properties continued to be occupied under licence which is in the process of being extended for a further three months. It is expected that the leases for these properties will be either assigned or surrendered within the next three months.

In the meantime, work has been undertaken to regularly invoice Loughanure for licence fees to cover their occupation of the 18 leasehold properties since 1 December 2018, make the appropriate payments

due to landlords and regularly reconcile the position to ensure the Administration is not extending credit to Loughanure.

Retention of title claims

Work has been completed during the period of this report to adjudicate various retention of title claims submitted by suppliers in respect of stock held by Butchers at the date of appointment. The Joint Administrators have dealt with each of these claims as follows:

- Seven claims have been settled or will be settled via making payments to the relevant suppliers (total cost £57,721)
- Nine claims have been settled either fully or partially via the return of stock where the goods were not required, with the remaining value settled in cash (total cost £5,065)
- Three claims have been rejected; and
- One claim is yet to be resolved, with correspondence ongoing.

Debtors

Book debts have continued to be collected in Butchers and EYB since the date of appointment.

Total book debts in Butchers as at 2 November were recorded as £160,396 in the Directors' Statement of Affairs, however, this total balance was overstated given our subsequent review indicated that there were various uncollectable debts. Total book debt collections from the date of appointment to 1 May were £99,034. No further realisations are expected.

The total book debts in EYB as at 2 November were recorded as £11,742 in the Directors' Statement of Affairs. However, total book debt collections to 1 May amounted to £13,926 which exceeds the Directors' estimate. No further realisations are expected.

Long leasehold property in Grimsby

The long leasehold property in Grimsby has been placed on the market, with Scotts Property LLP being instructed as agents, and the Joint Administrators await offers. Expected realisations cannot be disclosed at this stage for commercial reasons.

Closed stores

As outlined in the Proposals, the Joint Administrators marketed the assets of the 35 closed stores along with the opportunity to occupy the relevant stores either under a licence from the Group company which holds the lease or through a new lease in co-operation with the relevant landlord.

A transaction in relation to the Retford and Castleford stores was completed on 7 December 2018, with the Joint Administrators realising £29,000 and £14,000 respectively for each store's assets. Work has been completed and is ongoing with the assistance of SPB to assign and surrender the relevant leases to mitigate the value of unsecured landlord claims and to invoice and recover licence fees to meet the required payments to landlords.

A further transaction in relation to the Gainsborough store completed on 10 December 2018 with the Joint Administrators realising £50,032 for the assets in this store.

No further transactions in relation to stores have taken place but work is ongoing to surrender the Group's leases of remaining closed properties where possible or appropriate to mitigate the value of unsecured landlord claims.

Hilco asset realisations

As outlined in the proposals, the Joint Administrators instructed Hilco Global to assist in recovering and realising the assets from the closed stores, the Astley office and warehouse and the Grimsby long leasehold property. In addition, they assisted in disposing of residual stock in the closed stores which was beyond its sell by date and needed to be disposed of from an environmental perspective. Total realisations received are summarised in the table below. Hilco Global received fees of £100,175 and £2,000 plus VAT for their clearance work and for achieving the realisations in Butchers and EYB respectively. We recognised that the net recovery would be significantly impacted by costs incurred but undertook the work to avoid any environmental issues whilst still generating a net benefit for creditors.

Type of asset	Butchers (£)	EYB (£)
Motor vehicles	71,450	1,300
Plant and Machinery	129,307	-
Total consideration received (excluding VAT)	200,757	1,300

Savings Club stamps

Prior to the appointment of the Joint Administrators, Butchers ran a savings stamps scheme, whereby customers could purchase stamps from stores which could be redeemed for product at a later date.

Butchers operated a separate bank account and transfers were made into this account to reflect the Group's liability to its customers in relation to outstanding savings stamps. At the date of appointment, the savings stamps account had a balance of £84,100, which increased to £84,142 due to bank interest received up to the point of distribution.

As there was no central record of Savings Club stamp card holders and the Joint Administrators are required to provide an adequate opportunity for all customers with stamps to apply for a refund, we were obliged to use £6,145 of the available funds to advertise for claimants in 31 local newspapers across the areas where the Group previously traded. Following the advertisements, a deadline of 31 January 2019 was set for customers to submit their stamps and banks details to the Joint Administrators before payment.

A distribution of the remaining available funds (£77,860) was made to saving stamp customers on 21 February 2019. As the value of Savings Club stamps received for redemption (£89,036) exceeded the available funds held for distribution (£77,860), each claimant received a dividend of c.87.4% of the purchase value of their stamps (excluding any bonus stamps awarded or postage costs).

Residual claims from savings stamp card holders will rank as non-preferential unsecured claims against Butchers and a further dividend will be paid when the non-preferential unsecured creditors dividend is paid.

RGV Refrigeration partnership

As outlined in the Proposals, Butchers holds a 50% shareholding in an unincorporated joint venture, RGV Refrigeration ('RGV').

RGV held £63,500 in its bank account on 31 December 2018. However, work is ongoing independently of the Joint Administrators to clarify the extent of its liabilities to HMRC. The Joint Administrators will review the affairs of RGV to establish its financial position and the value available to Butchers once the liabilities to HMRC have been clarified.

If the assets held by RGV exceed its liabilities, Butchers will be entitled to a 50% share of the net assets. However, at this stage, due to the value of potential contingent liabilities, the Joint Administrators do not anticipate any realisations from this investment.

Receipts and payments account

Summaries of our receipts and payments for the period from 2 November 2018 to 1 May 2019 are attached at Appendix 2 in respect of Plc, Butchers and EYB. There are no receipts or payments in GFL to date.

A summary of our receipts and payments for the period 7 November 2018 to 6 May 2019 is attached at Appendix 2 in respect of GFRL.

The above-mentioned summaries of receipts and payments do not reflect estimated future realisations or costs.

Investigations

We concluded our investigations into the Companies' affairs, in accordance with Statement of Insolvency Practice 2 (Investigations by Office Holders), and the Company Director Disqualification Act 1986 with the required statutory returns made to the Insolvency Service. No further investigations are continuing, and no third party funding has been provided.

Joint administrators' remuneration

The statutory provisions relating to remuneration are set out in Part 18 of the Insolvency (England and Wales) Rules 2016. Further information is given in the Association of Business Recovery Professionals' publication 'A Creditors' Guide to Administrators' Fees', a copy of which may be accessed from the web site of the Institute of Chartered Accountants in England and Wales at <https://www.icaew.com/-/media/corporate/files/technical/insolvency/creditors-guides/2017/administration-creditor-fee-guide-6-april-2017.ashx?la=en> or is available in hard copy upon written request to me.

In certain circumstances, creditors are entitled to request further information about our remuneration or expenses, or to apply to court if they consider the costs to be excessive (Rules 18.9 and 18.34 of the Insolvency (England and Wales) Rules 2016). Further information is provided in 'A Creditors' Guide to Administrators' Fees' referred to above.

The table below outlines the basis of Joint Administrators' remuneration for each company, how it was fixed and any time costs incurred and remuneration paid (plus VAT) for the appropriate period of this report.

Company	Basis of remuneration	How the basis of remuneration was fixed	Time costs incurred (£)	Remuneration paid (£)	Relevant report period
Plc	10% of realisations	Resolution of creditors on 18 January 2019	46,118	-	2 November 2018 – 1 May 2019
Butchers	Time-cost basis	Resolution of creditors on 18	1,085,472	600,000	2 November 2018 – 1 May 2019

January 2019					
EYB	Fixed sum of £50,000 plus VAT	Resolution of creditors on 18 January 2019	69,327	40,000	2 November 2018 – 1 May 2019
GFL	No remuneration will be drawn.	Written correspondence on 1 April 2019	23,992	-	2 November 2018 – 1 May 2019
GFRL	Fixed sum of £25,000 plus VAT	Resolution of creditors on 18 January 2019	22,309	-	7 November 2018 – 6 May 2019

As the Joint Administrators' remuneration of Butchers was fixed on a time cost basis, an analysis of the time spent, and a comparison with the fee estimate dated 20 December 2018 is attached as Appendix 4 to this report. As outlined in Appendix 4 we have exceeded our fee estimate by £239,159 however we will not draw remuneration in excess of the fee estimate without the prior approval of creditors.

A narrative explanation of work done to date and why it was necessary to be done is provided at Appendix 5 in respect of all companies within the Group excluding GFL (where no remuneration will be drawn).

Joint administrators' statement of expenses incurred

The table below outlines the expenses incurred with respect to each company (plus VAT) for the appropriate period of this report. A more detailed breakdown of expenses incurred in the appropriate period and to date is found at Appendix 3 of this report.

Company	Expenses incurred (£)	Relevant report period
Plc	5,944	2 November 2018 – 1 May 2019
Butchers	1,701,228	2 November 2018 – 1 May 2019
EYB	37,556	2 November 2018 – 1 May 2019
GFL	30.00	2 November 2018 – 1 May 2019
GFRL	1,795	7 November 2018 – 6 May 2019

Expenses incurred to the relevant date in EYB, Plc and GFRL have not exceeded their original estimates on an aggregate basis. Further detail with regards to the approval of expenses in GFL is provided at Appendix 3.

All companies

Although incurred as outlined in Appendix 3, no Category 1 or Category 2 disbursements have been drawn to date.

Plc

As outlined in Appendix 3, expenses relating to gross wages, employers NIC and pension contributions have been incurred which had not been included in the original expenses estimate. Payment of these

expenses relate to the employment costs of directors who were found to have employment contracts with Plc.

EYB

Trading costs relating to rates and sundry store expenses have exceeded the original expenses estimate by £378 however such costs are only known once received and we would expect some fluctuations from the original estimate. Additionally, £2,000 of agents fees (Hilco) have been incurred in EYB in relation to the sale of EYB assets which were not included in the original estimate.

Rent costs have exceeded the original expenses estimate by £4,974 during the period of this report, and are forecasted to exceed the original expenses estimate by £7,474 overall in the remaining administration period. Rent costs continue to be incurred whilst Loughanure occupies the remaining leased property held under the licence to occupy, however, any costs incurred during licence periods are recovered by receipt of monthly licence fees. For the avoidance of doubt, only rent costs expected to be incurred during the trading period (before the sale of business and assets to Loughanure) were included in the original expenses estimate.

Butchers

With respect to Butchers, the following costs have been incurred which were not included in the original expenses estimate:

- Server back up costs of £74.16 required to preserve company data;
- Leased assets settlement costs of £31,900 to settle outstanding finance on assets sold;
- Lease surrender settlement costs of £2,400 to reduce the value of unsecured landlord claims; and
- Grimsby property costs of £4,300 relating to costs incurred to preserve Butchers' long leasehold property whilst it is marketed for sale (electricity, security and insurance compliance costs). A further £12,100 of costs are forecast to be incurred depending on when a sale takes place.

Rent costs have exceeded the original expenses estimate by £230,000 during the period of this report, and are forecasted to exceed the original expenses estimate by £480,000 overall in the remaining administration period. Rent costs continue to be incurred whilst Loughanure and McKenzie Meats continue to occupy leased properties under the relevant licence to occupy. Any costs incurred during licence periods are recovered from the purchaser by receipt of monthly licence fees. For the avoidance of doubt, only rent costs expected to be incurred during the trading period (before the sale of business and assets to Loughanure and McKenzie Meats) were included in the original fee estimate.

Trading costs relating to haulier and hire of equipment charges have exceeded the original expenses estimate by £1,400 however such costs are only known once received and we would expect some fluctuations from the original estimate. Haulier and hire of equipment charges are expected to exceed the original expenses estimate by £2,800 overall in the remaining administration period.

Sale of business expenses relating to agent's fees (Hilco) and dataroom charges have exceeded the original estimate by £5,100 both of which have been crucial in generating asset realisations.

Mileage and travel costs have exceeded the original estimate by £1,900 and £2,200 respectively due to later submission of expense claims.

Having reviewed forecast future outstanding costs, in addition to those outlined above, the following expenses are expected to exceed their original estimate by the following amounts:

- Legal fees and costs (£39,200) due to additional complexities with regards to the surrender and assignment of leases required to mitigate the value of unsecured landlord claims. These costs are regularly assessed to ensure there is a net benefit to unsecured creditors in incurring them.
- Trading costs typically known to fluctuate from estimate:
 - Light, heat and water (£5,500)
 - Hygiene and waste (£1,700)

Distributions to creditors

Secured creditors – Butchers and Plc only

National Westminster Bank Plc, the Group's principal secured lender, had total indebtedness at 2 November 2018 of £6,285 in respect of amounts drawn on credit cards held by Butchers. This amount was repaid in full by Butchers on 2 November 2018.

Preferential creditors – Butchers and Plc only

Redundant employees have continued to be provided with guidance by the Joint Administrators' team with respect to making claims for redundancy pay, pay in lieu of notice and holiday pay from the Redundancy Payments Service, a Government department.

Preferential creditors have been paid in full in respect of arrears of wages and pensions, totalling c.£133,000 for Butchers, and £1,600 for Plc.

We currently estimate preferential creditors in respect of claims for holiday pay will be in the region of £116,000 for Butchers and £17,000 for Plc. We estimate that these claims will be paid in full.

GFL, GFRL and EYB do not have any preferential creditors.

Non-preferential creditors – all companies

These creditor claims continue to be submitted and it is not possible to provide an accurate estimate of non-preferential creditor claims in any of the Companies at this stage.

As the Joint Administrators' are still working to realise assets in the administration of Butchers (most notably the sale of the Grimsby factory), assign and surrender leases to mitigate the value of landlord claims and finalise liabilities of the trading period of both Butchers and EYB, no distributions to non-preferential creditors have been made to date.

Funds available to distribute to non-preferential creditors in GFRL, GFL and Plc are dependent upon non-preferential intercompany dividends received from Butchers. We will commence preparations to

make a distribution to the non-preferential unsecured creditors of Butchers later this year. Distributions to non-preferential unsecured creditors of GFRL, GFL and Plc will follow shortly after.

As outlined in the Proposals, depending on the value of landlord claims admitted in Butchers and Plc, there is a possibility that the non-preferential unsecured creditors of Plc and EYB may receive full repayment. If this is the case, there may be a surplus available for distribution to shareholders. However, there is no certainty regarding this and creditors will be updated in future reports from the Joint Administrators.

According to the statement of affairs, GFL does not have any non-preferential unsecured creditors. However, the Joint Administrators have since been made aware that SPB is a creditor of GFL in the sum of c.£2,600 (plus VAT and disbursements). It is anticipated that SPB (sole creditor of GFL) will be repaid in full and the remaining asset realisations (after expenses) will be distributed to Plc as the shareholder.

Remaining work

The Joint Administrators will:

- Continue to support Loughanure and the landlords of the remaining 7 stores and head office by administering payments under the licence to Loughanure and the lease to the relevant Group entity until the expiry of the licence period on 30 May 2019 or any extension thereof;
- Continue to support McKenzie Meats and the landlords of the 2 stores by administering payments under the licence to McKenzie Meats and the lease to the relevant Group entity until the expiry of the licence period on 7 June 2019 or any extension thereof;
- Finalise income and liabilities in relation to the Administration trading period for Butchers and EYB by ensuring all outstanding debtors are collected and all suppliers are paid;
- Finalise the outstanding retention of title claims in Butchers;
- Progress and conclude a sale of the Grimsby long leasehold property with the assistance of their agents Scotts Property LLP;
- Continue to collect outstanding pre-appointment book debts due to Butchers and EYB;
- Continue to liaise with Michael Hornsby with regard to the financial position of RGV Refrigeration;
- Receive and review claims from non-preferential creditors of all Companies in preparation for making a distribution;
- Continue to assist c.355 redundant Butchers' employees in making claims from the Redundancy Payments Service;
- Finalise the tax affairs of the Companies.
- Commence preparations to move the Companies straight into creditors' voluntary liquidation upon the filing with the registrar of companies of a notice pursuant to paragraph 83 of Schedule B1 to the Insolvency Act 1986, in order to distribute funds to unsecured creditors.



Next report

We will report to you again at the conclusion of the Administrations. Should you have any queries with any of the matters outlined in this report, please contact my colleague Amanda Scuffham on 0161 234 0507.

Yours faithfully
for the Group

A handwritten signature in black ink, appearing to read 'C. King', with a horizontal line underneath.

C G J King
Joint Administrator

The affairs, business and property of the Group are being managed by the Joint Administrators, R H Kelly and CGJ King, who act as agents of the Group only and without personal liability.

R H Kelly is licensed in the United Kingdom to act as an insolvency practitioner by the Institute of Chartered Accountants of Scotland. CGJ King is licensed in the United Kingdom to act as an insolvency practitioner by The Institute of Chartered Accountants in England and Wales.

The Joint Administrators may act as data controllers of personal data as defined by the General Data Protection Regulation 2016/679, depending upon the specific processing activities undertaken. Ernst & Young LLP and/or the Group may act as a data processor on the instructions of the Joint Administrators. Personal data will be kept secure and processed only for matters relating to the Joint Administrators' appointment. The Office Holder Data Privacy Notice can be found at www.ey.com/uk/officeholderprivacy.

Appendix 1

Information about the proceedings, the company and the office holders, as required by Rule 18.3(1) of the Insolvency (England and Wales) Rules 2016

Crawshaw Group Plc

Name of court:	High Court of Justice, Business and Property Courts in Leeds, Insolvency and Companies List (ChD)
Court reference:	1113 of 2018
Registered name of the company:	Crawshaw Group Plc
Registered office address of the company:	c/o Ernst & Young LLP, 1 Bridgewater Place Water Lane, Leeds, LS11 5QR
Registered number:	04755803
Country of incorporation (for a company incorporated outside the United Kingdom):	N/a
Date of appointment of the joint administrators:	2 November 2018
Details of any changes of administrator:	None
Full names of the administrators:	Robert Hunter Kelly and Charles Graham John King
Office holder number(s):	8582 and 8985
Administrators' addresses:	Ernst & Young LLP, 1 Bridgewater Place Water Lane, Leeds, LS11 5QR

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Crawshaw Butchers Limited

Name of court:	High Court of Justice, Business and Property Courts in Leeds, Insolvency and Companies List (ChD)
Court reference:	1114 of 2018
Registered name of the company:	Crawshaw Butchers Limited
Registered office address of the company:	c/o Ernst & Young LLP, 1 Bridgewater Place Water Lane, Leeds, LS11 5QR
Registered number:	02399681
Country of incorporation (for a company incorporated outside the United Kingdom):	N/a
Date of appointment of the joint administrators:	2 November 2018
Details of any changes of administrator:	None
Full names of the administrators:	Robert Hunter Kelly and Charles Graham John King
Office holder number(s):	8582 and 8985
Administrators' addresses:	Ernst & Young LLP, 1 Bridgewater Place Water Lane, Leeds, LS11 5QR
Telephone number:	0161 234 0507
Name of alternative person to contact with enquiries about the case:	Amanda Scuffham

Appendix 1

Information about the proceedings, the company and the office holders, as required by Rule 18.3(1) of the Insolvency (England and Wales) Rules 2016

East Yorkshire Beef Limited

Name of court:	High Court of Justice, Business and Property Courts in Leeds, Insolvency and Companies List (ChD)
Court reference:	1124 of 2018
Registered name of the company:	East Yorkshire Beef Limited
Registered office address of the company:	c/o Ernst & Young LLP, 1 Bridgewater Place Water Lane, Leeds, LS11 5QR
Registered number:	04390139
Country of incorporation (for a company incorporated outside the United Kingdom):	N/a
Date of appointment of the joint administrators:	2 November 2018
Details of any changes of administrator:	None
Full names of the administrators:	Robert Hunter Kelly and Charles Graham John King
Office holder number(s):	8582 and 8985
Administrators' addresses:	Ernst & Young LLP, 1 Bridgewater Place Water Lane, Leeds, LS11 5QR
Telephone number:	0161 234 0507
Name of alternative person to contact with enquiries about the case:	Amanda Scuffham

Appendix 1

Information about the proceedings, the company and the office holders, as required by Rule 18.3(1) of the Insolvency (England and Wales) Rules 2016

Gabbotts Farm Limited

Name of court:	High Court of Justice, Business and Property Courts in Leeds, Insolvency and Companies List (ChD)
Court reference:	1126 of 2018
Registered name of the company:	Gabbotts Farm Limited
Registered office address of the company:	c/o Ernst & Young LLP, 1 Bridgewater Place Water Lane, Leeds, LS11 5QR
Registered number:	03955177
Country of incorporation (for a company incorporated outside the United Kingdom):	N/a
Date of appointment of the joint administrators:	2 November 2018
Details of any changes of administrator:	None
Full names of the administrators:	Robert Hunter Kelly and Charles Graham John King
Office holder number(s):	8582 and 8985
Administrators' addresses:	Ernst & Young LLP, 1 Bridgewater Place Water Lane, Leeds, LS11 5QR
Telephone number:	0161 234 0507
Name of alternative person to contact with enquiries about the case:	Amanda Scuffham

Appendix 1

Information about the proceedings, the company and the office holders, as required by Rule 18.3(1) of the Insolvency (England and Wales) Rules 2016

Gabbotts Farm (Retail) Limited

Name of court:	High Court of Justice, Business and Property Courts at Manchester, Insolvency and Companies List (ChD)
Court reference:	3055 of 2018
Registered name of the company:	Gabbotts Farm (Retail) Limited
Registered office address of the company:	c/o Ernst & Young LLP, 1 Bridgewater Place Water Lane, Leeds, LS11 5QR
Registered number:	03953569
Country of incorporation (for a company incorporated outside the United Kingdom):	N/a
Date of appointment of the joint administrators:	7 November 2018
Details of any changes of administrator:	None
Full names of the administrators:	Robert Hunter Kelly and Charles Graham John King
Office holder number(s):	8582 and 8985
Administrators' addresses:	Ernst & Young LLP, 1 Bridgewater Place Water Lane, Leeds, LS11 5QR
Telephone number:	0161 234 0507
Name of alternative person to contact with enquiries about the case:	Amanda Scuffham

Crawshaw Group Plc (in Administration)

Joint Administrators' Summary of Receipts and Payments from
2 November 2018 to 1 May 2019

Statement of Affairs Estimated to Realise Values (£)	Note	02.11.18 - 01.05.19 period and cumulative total (£)
		Receipts
1,136,535.00	2	Butchers unsecured dividend
		6,769.32
		Insurance
1,561.00		2,672.04
		Cash at date of appointment
		1,560.55
4,128.00		Bank interest
		2.18
1,381.00		Prepayments
		-
		Pre-app VAT recoverable
		-
		Total receipts
		11,004.09
		Payments
		Gross Wages
		4,365.84
		Preferential claims distribution
		1,600.00
		Employers NIC
		629.69
		Employers pension contribution
		173.79
		Total payments
		6,769.32
		Total funds held
		4,234.77
		Represented by:
		Cash at bank
		4,234.77
		4,234.77

Notes

1. Receipts and payments are stated net of VAT.
2. This is an early unsecured dividend and does not represent the full amount that will be received by Plc in respect of its unsecured claim against Butchers.

Appendix 2

Crawshaw Butchers Limited (in Administration)

Joint Administrators' Summary of Receipts and Payments from 2 November 2018 to 1 May 2019

Statement of Affairs Estimated to Realise Values (£)	Note	02.11.18 - 01.05.19 period and cumulative total (£)
Receipts		
1,395,328.00	Cash at date of appointment	1,428,896.60
	Sales in trading period	1,323,597.88
1,040,170.00	Plant and machinery	1,019,149.00
	Licence fees	353,110.38
602,521.00	Stock	291,430.00
190,000.00	Freehold property	200,000.00
160,396.00	Pre-appointment debt collections	94,783.70
	Savings stamps funds on appointment	84,113.67
	Cash - pre-appointment takings banked post-appointment	79,459.88
65,450.00	Motor vehicles	71,450.00
	Sales consideration received for EYB assets	32,726.00
	Business Rates Refund	26,401.45
	Wages re-charge	18,046.47
	Transitional Services Fee	15,000.00
	Till float to be transferred to Loughanure	9,000.00
	Insurance claim	6,010.00
	Bank interest	3,126.01
	Extension fee charges	1,000.00
	Unallocated receipts - to be allocated	842.64
	Sundry Income	412.74
	Funds collected on behalf of charity	199.00
	Franchise and contracts	1.00
	Goodwill	1.00
83,590.00	Prepayments	-
14,102.00	Pre-appointment VAT recovery	-
	Total receipts	5,058,757.42
Payments		
	Administrators' Fees	600,000.00
	Meat purchases	540,426.73
	Gross wages	336,041.27
	Rent recharged to purchasers	230,763.96
	Preferential claims distribution	132,965.14
	Legal Fees	120,644.66
	Agent's Fees (asset realisations)	100,175.22
	Savings Stamps distribution (to customers)	77,851.28
	ROT Payments	59,778.17
	Rent and rates	55,850.63
	Other food and trading purchases	48,385.61
	Reduction in consideration for stock	35,000.00
	Employers NIC	33,398.21
	Sales consideration for EYB assets transferred to EYB	32,726.00
	Leased Assets Settlement	31,882.04
	Bank charges and interest	21,591.12
	Utilities	20,527.77
	Hauliers and hire of equipment	17,719.42
	Hygiene and waste	12,731.01
	Worldpay Administration Charge	10,163.49
	Till float transferred to Loughanure	9,436.43
	Employee Expenses	7,673.10
	Amounts paid on behalf of Loughanure	7,128.32
	Plc unsecured dividend	6,769.32
	Secured creditor distribution	6,284.92
	Licence fees paid to EYB in respect of Pocklington properties	6,236.41
	Stamp advertising costs	6,145.20
	Employers Pension	5,056.00
	Sale of Business Expenses	5,003.42
	Grimsby Factory Property Costs	4,332.64
	Repairs and renewals	3,603.50
	IT	3,201.15
	Cold store storage charges	3,159.06
	Sundry store expenses	2,755.61
	Statement of Affairs fee	2,500.00
	Lease surrender settlements	2,351.32
	Telephone	2,038.35
	GFRL unsecured Dividend	1,889.60
	Insurance	1,850.00
	Store Closure Costs	1,449.99
	Property agents fees	610.00
	Water rates	367.87
	Cost of returns	220.00
	Distribution of funds collected on behalf of charity	199.00
	Public notices	169.20
	Total payments	2,609,052.14
	Total funds held	2,449,705.28
Represented by:		
	Cash at bank	2,329,068.87
	VAT account	103,577.82
	Lawyers client account	17,058.59
		2,449,705.28

Notes

- Receipts and payments are stated net of VAT.
- The stock that existed at the date of our appointment has been consumed in the process of trading, sold or returned to suppliers under claims for retention of title.

East Yorkshire Beef Limited (in Administration)

Joint Administrators' Summary of Receipts and Payments from
2 November 2018 to 1 May 2019

Statement of Affairs Estimated to Realise Values (£)	Note	02.11.18 - 01.05.19 period and cumulative total (£)
Receipts		
122,561.00		Cash at date of appointment 123,391.49
	2	Sales 42,616.66
		Amounts due to Loughanure 30,140.60
3,017.00		Plant and Machinery 23,156.00
		Pre-appointment debt collections 13,925.54
10,912.00	2	Stock 9,070.00
		Licence fees 6,236.41
		Unallocated receipts in pre-app account 2,821.62
		Motor Vehicles 1,300.00
		Cash - pre-appointment takings banked post-appointment 778.00
		Bank interest 199.84
19,202.00		Trade Debts 0.60
422.00		Fixtures and fittings -
2,399.00		Prepayments -
2,320.00		Pre-appointment VAT recovery -
		Total receipts 253,636.76
Payments		
		Administrator's Fees 40,000.00
		Meat purchases 23,349.53
		Licence Fee Costs 4,659.80
		Agents' Fees 2,000.00
		Other food purchases 1,501.72
		Till Floats 1,443.02
		Legal Fees 1,370.00
		IT 1,369.76
		Sundry store expenses 979.75
		Rent and rates 831.78
		Cost of returns 827.00
		Repairs and renewals 195.46
		Fuel costs 154.14
		Savings stamps redeemed 68.00
		Gas 36.40
		Worldpay Administration Charges 30.54
		Bank charges and interest 25.20
		Water rates 14.96
		Total payments 78,857.06
		Total funds held 174,779.70
Represented by:		
		Cash at bank 167,088.37
		VAT account 7,691.33
		174,779.70

Notes

1. Receipts and payments are stated net of VAT.
2. The stock that existed at the date of our appointment has been consumed in the process of trading or sold.

Appendix 2

Gabbotts Farm Limited (in Administration)

Joint Administrators' Summary of Receipts and Payments from 2 November 2018 to 1 May 2019

Statement of Affairs Estimated to Realise Values (£)	Note	02.11.18 - 01.05.19 period and cumulative total (£)
	<i>Receipts (none)</i>	
17,291.00	Intercompany balance with Butchers	-
	Total receipts	-
	<i>Payments (none)</i>	
	No payments	-
	Total payments	-
	Total funds held	-

Notes

1. Receipts and payments are stated net of VAT.

Appendix 2

Gabbotts Farm (Retail) Limited (in Administration)

Joint Administrators' Summary of Receipts and Payments from 7 November 2018 to 6 May 2019

Statement of Affairs Estimated to Realise Values (£)	Note		07.11.18 - 06.05.19 period and cumulative total (£)
		Receipts	
994,232.00	2	Butchers unsecured dividend	1,889.60
		Bank Interest	0.15
		Total receipts	1,889.75
		Payments	
		Legal disbursements	1,500.00
		Public notices	84.60
		Bank charges and interest	0.30
		Total payments	1,584.90
		Total funds held	304.85
		Represented by:	
		Cash at bank	4.85
		VAT account	300.00
			304.85

Notes

1. Receipts and payments are stated net of VAT.
2. This is an early unsecured dividend and does not represent the full amount that will be received by GFRL in respect of its unsecured claim against Butchers.

Appendix 3

Crawshaw Group Plc (in administration)

Summary of joint administrators' expenses incurred

Type of Expense	Per Estimate Dated 20 December 2018 (£)	Paid in 02.11.18 - 01.05.19 period and cumulative total (£)	Forecast future expenses (£)	Total (£)
Payments made from the estate which are not disbursements (see notes 1 and 2 at the end of this table)				
Legal Fees and Costs	4,870.00	-	4,870.00	4,870.00
Public notices	300.00	-	84.60	84.60
Gross wages	-	4,365.84	-	4,365.84
Employers NIC	-	629.69	-	629.69
Employers pension contribution	-	173.79	-	173.79
Category 1 disbursements (see note 2)				
Specific Penalty Bond	775.00	775.00	-	775.00
Total	5,945.00	5,944.32	4,954.60	10,898.92

Notes

- 1 Statement of Insolvency Practice 9 (SIP 9) defines expenses as amounts properly payable from the insolvency estate which are not otherwise categorised as office holders' remuneration or distributions to creditors.
- 2 SIP 9 defines disbursements as a type of expense which is met by, and reimbursed to, an office holder in connection with an insolvency appointment. Disbursements fall into two categories: Category 1 and Category 2.
 - Category 1 disbursements are payments to independent third parties where there is specific expenditure directly referable to the appointment
 - Category 2 disbursements are expenses which are directly referable to the appointment but not a payment to an independent third party. They may include shared and allocated costs.

Crawshaw Butchers Limited (in administration)

Summary of joint administrators' expenses incurred

Type of Expense	Per Estimate Dated 20 December 2018 (£)	Paid in 02.11.18 - 01.05.19 period and cumulative total (£)	Forecast future expenses (£)	Total (£)
Payments made from the estate which are not disbursements (see notes 1 and 2 at the end of this table)				
Meat, other food and trading purchases	617,131.54	588,812.34	1,000.00	589,812.34
Gross wages and salaries	339,555.78	336,041.27	-	336,041.27
Employers NIC	33,398.21	33,398.21	-	33,398.21
Employers Pension	5,224.69	5,056.00	-	5,056.00
Employee Expenses	7,842.78	7,673.10	-	7,673.10
Rent	38,403.54	268,028.85	250,000.00	518,028.85
Rates	32,263.04	18,585.74	2,979.00	21,564.74
Insurance	35,375.47	1,850.00	30,426.66	32,276.66
Hauliers and hire of equipment	16,295.00	17,719.42	1,349.80	19,069.22
Cold store charges	3,330.38	3,159.06	-	3,159.06
Light, Heat and Water	37,184.37	20,895.64	21,842.08	42,737.72
Repairs and Renewals	3,825.78	3,603.50	-	3,603.50
IT	6,343.63	3,201.15	200.00	3,401.15
Telephone and Fax	7,522.49	2,038.35	950.00	2,988.35
Stationery	194.49	-	-	-
Hygiene and Waste	13,098.37	12,731.01	2,050.00	14,781.01
Sundry store expenses	2,755.61	2,755.61	-	2,755.61
Refunds/Vouchers Redeemed (Cost of returns)	220.00	220.00	-	220.00
ROT Payments	62,472.50	59,778.17	2,000.00	61,778.17
Bank Charges (including Worldpay administration charge)	40,835.31	31,754.61	1,000.00	32,754.61
Store closure costs	19,858.99	1,449.99	1,000.00	2,449.99
Sale of Business Expenses (including agents fees)	100,064.74	105,178.64	-	105,178.64
Legal Fees and Costs	127,678.41	120,644.66	46,262.22	166,906.88
Property Agent's Fees	5,525.00	610.00	-	610.00
Statement of Affairs costs	2,500.00	2,500.00	-	2,500.00
Leased assets settlement	-	31,882.04	-	31,882.04
Lease surrender settlements	-	2,351.32	-	2,351.32
Grimsby Factory Property Costs (including agents fees)	-	4,332.64	12,108.00	16,440.64
Corporation Tax	23,600.00	-	23,600.00	23,600.00
Public notices	300.00	169.20	84.60	253.80
Category 1 disbursements (see note 2)				
Specific Penalty Bond	1,280.00	1,280.00	-	1,280.00
Travel costs (excluding mileage)	2,772.25	4,688.88	-	4,688.88
Category 2 disbursements (see note 2)				
Mileage	2,652.80	4,888.35	-	4,888.35
Internal bulk copying, printing and postage	4,091.18	3,875.87	-	3,875.87
Servers for company information backup	-	74.16	-	74.16
Total	1,593,596.34	1,701,227.78	396,852.36	2,098,080.14

Notes

- 1 Statement of Insolvency Practice 9 (SIP 9) defines expenses as amounts properly payable from the insolvency estate which are not otherwise categorised as office holders' remuneration or distributions to creditors.
- 2 SIP 9 defines disbursements as a type of expense which is met by, and reimbursed to, an office holder in connection with an insolvency appointment. Disbursements fall into two categories: Category 1 and Category 2.
 - Category 1 disbursements are payments to independent third parties where there is specific expenditure directly referable to the appointment
 - Category 2 disbursements are expenses which are directly referable to the appointment but not a payment to an independent third party. They may include shared and allocated costs.

Appendix 3

East Yorkshire Beef Limited (in administration)

Summary of joint administrators' expenses incurred

Type of Expense	Per Estimate Dated 20 December 2018 (£)	Paid in 02.11.18 - 01.05.19 period and cumulative total (£)	Forecast future expenses (£)	Total (£)
Payments made from the estate which are not disbursements (see notes 1 and 2 at the end of this table)				
Meat, other food and trading purchases	27,417.25	24,851.25	-	24,851.25
Rent	140.00	5,113.65	2,500.00	7,613.65
Rates	201.17	377.93	-	377.93
Insurance	500.00	-	500.00	500.00
Transport, Motor and Fuel	154.13	154.14	-	154.14
Light, Heat and Water	1,000.00	51.36	-	51.36
Repairs and Renewals	195.46	195.46	-	195.46
IT	1,369.76	1,369.76	-	1,369.76
Telephone and Fax	175.86	-	50.00	50.00
Sundry store expenses	778.51	979.75	-	979.75
Refunds/Vouchers Redeemed (Cost of returns)	827.00	827.00	-	827.00
Bank Charges (including Worldpay administration charge)	1,000.00	55.74	350.00	405.74
Legal Fees and Costs	2,120.00	1,370.00	750.00	2,120.00
Agents Fees	-	2,000.00	-	2,000.00
Corporation Tax	3,600.00	-	3,600.00	3,600.00
Public notices	300.00	-	84.60	84.60
Category 1 disbursements (see note 2)				
Specific Penalty Bond	210.00	210.00	-	210.00
Total	39,989.14	37,556.04	7,834.60	45,390.64

Notes

- Statement of Insolvency Practice 9 (SIP 9) defines expenses as amounts properly payable from the insolvency estate which are not otherwise categorised as office holders' remuneration or distributions to creditors.
- SIP 9 defines disbursements as a type of expense which is met by, and reimbursed to, an office holder in connection with an insolvency appointment. Disbursements fall into two categories: Category 1 and Category 2.
 - Category 1 disbursements are payments to independent third parties where there is specific expenditure directly referable to the appointment
 - Category 2 disbursements are expenses which are directly referable to the appointment but not a payment to an independent third party. They may include shared and allocated costs.

Appendix 3

Gabbotts Farm Limited (in administration)

Summary of joint administrators' expenses incurred

A fee estimate was not issued with the Proposals as the Joint Administrators' believed that GFL had no creditors.

The Joint Administrators have since been made aware that SPB is a creditor of GFL in the sum of c.£2,600 (plus VAT and disbursements) for the advice requested and given to the Company immediately prior to, and for, the appointment of the Joint Administrators.

Accordingly, Revised Proposals were issued and approved by written correspondence on 1 January 2019. Costs of the court application to vary and approve the draft revised proposals dated March 2019 were approved to be paid as an expense of the administration. These costs have not been billed or paid to date.

Category 1 disbursements paid to date during the period are outlined in the table below, they have not been drawn to date. No Category 2 disbursements or payments made from the estate which are not disbursements (See notes 1 and 2 at the end of this table) have been made to date.

Type of Expense	Paid in 02.11.18 - 01.05.19 period and cumulative total (£)
Category 1 disbursements (see note 2)	
Specific Penalty Bond	30.00
Total	30.00

Notes

- 1 Statement of Insolvency Practice 9 (SIP 9) defines expenses as amounts properly payable from the insolvency estate which are not otherwise categorised as office holders' remuneration or distributions to creditors.
- 2 SIP 9 defines disbursements as a type of expense which is met by, and reimbursed to, an office holder in connection with an insolvency appointment. Disbursements fall into two categories: Category 1 and Category 2.
 - Category 1 disbursements are payments to independent third parties where there is specific expenditure directly referable to the appointment
 - Category 2 disbursements are expenses which are directly referable to the appointment but not a payment to an independent third party. They may include shared and allocated costs.

Appendix 3

Gabbotts Farm (Retail) Limited (in administration)

Summary of Joint Administrators' expenses incurred

Type of Expense	Per Estimate Dated 20 December 2018 (£)	Paid in 07.11.18 - 06.05.19 period and cumulative total (£)	Outstanding (£)	Total (£)
Payments made from the estate which are not disbursements (see notes 1 and 2 at the end of this table)				
Bank Charges	-	0.30	-	0.30
Legal Fees and Costs	21,730.00	1,500.00	20,230.00	21,730.00
Public notices	300.00	84.60	84.60	169.20
Category 1 disbursements (see note 2)				
Specific Penalty Bond	210.00	210.00	-	210.00
Total	22,240.00	1,794.90	20,314.60	22,109.50

Notes

- 1 Statement of Insolvency Practice 9 (SIP 9) defines expenses as amounts properly payable from the insolvency estate which are not otherwise categorised as office holders' remuneration or distributions to creditors.
- 2 SIP 9 defines disbursements as a type of expense which is met by, and reimbursed to, an office holder in connection with an insolvency appointment. Disbursements fall into two categories: Category 1 and Category 2.
 - Category 1 disbursements are payments to independent third parties where there is specific expenditure directly referable to the appointment
 - Category 2 disbursements are expenses which are directly referable to the appointment but not a payment to an independent third party. They may include shared and allocated costs.

Crawshaw Butchers Limited (in administration)

Joint administrators' time costs for the period from 2 November 2018 to 1 May 2019 and a comparison with the fee estimate dated 20 December 2018

	Per fee estimate dated 20 December 2018			Actual in this report period and total to 1 May 2019		
	Total hours	Time costs (£)	Average hourly rate (£)	Total hours	Time costs (£)	Average hourly rate (£)
Accounting and Administration	206.7	52,673	255	356.1	103,203	290
Bank & Statutory Reporting	83.6	25,728	308	158.2	78,477	496
Creditors	168.3	45,088	268	484.8	109,143	225
Debtors	20.1	8,658	431	17.8	7,930	446
Employee matters	305.3	126,015	413	262.5	107,855	411
Immediate Tasks	10.0	3,250	325	12.0	3,495	291
Investigation/CDDA	34.0	10,008	294	28.0	12,958	463
Legal Issues	0.5	383	765	1.5	1,148	765
Other Assets	9.0	6,727.5	748	31.3	14,931	477
Other Matters	-	-	-	0.5	328	655
Property	74.4	26,161.0	352	167.4	59,358	355
Retention of Title	47.0	17,860	380	74.8	27,148	363
Statutory Duties	41.4	18,241	441	62.5	16,527	264
Trading	866.8	349,600	403	969.3	372,509	384
VAT & Taxation	46.9	17,607	375	42.2	16,197	384
Sale of Business	331.6	138,315	417	360.0	154,268	429
Total	2,245.6	846,313	377	3,028.9	1,085,472	358

Crawshaw Butchers Limited (in administration)

Narrative explanation of work done and why it was necessary to be done

Summary of work

To date, the Joint Administrators have incurred time costs in dealing with, inter alia, the following matters:

- trading the business for four weeks, generating an estimated profit of c.£104,000;
- finalising income and liabilities in relation to the Administration trading period for Butchers and EYB by ensuring all outstanding debtors are collected and all suppliers are paid;
- undertaking a sales process involving in excess of fifty interested parties and generating c.£1.4m of value. If a going concern sale had not been achieved, realisations would likely have been between £0.6m and £0.7m for the equivalent assets, with multiple transactions (and associated costs and transaction risk) likely to have been required;
- Completing sales of assets within three closed stores (Castleford, Retford and Gainsborough) generating c.£90,000 of value;
- Providing transitional services to Loughanure to ensure a smooth transition of the business;
- liaising with agents (Hilco Global) to complete sales of assets not included in the sale to Loughanure Limited;
- dealing with c.615 employees, including implementing c.350 redundancies and supporting these employees to make claims for amounts due from the RPS;
- finalising retention of title claims;
- dealing with enquiries regarding savings stamps from the general public;
- collating savings stamps claims received from customers and distributing the savings stamps account monies;

- continuing to support Loughanure and the landlords of the 19 stores and head office by administrating payments under the licence to Loughanure and the lease to the relevant Group entity until the expiry of the licence period on 30 May 2019;
- continuing to support McKenzie Meats and the landlords of the two stores by administrating payments under the licence to McKenzie Meats and the lease to the relevant Group entity until the expiry of the licence periods on 7 June 2019;
- working with SPB to assign and surrender leases of properties to mitigate the value of unsecured landlord claims;
- dealing with enquiries from creditors, including trade suppliers and landlords;
- receipt, review and recording of creditor claims in preparation for making a distribution to unsecured creditors;
- collecting pre-appointment book debts due;
- progressing the sale of the Grimsby long leasehold property with the assistance of Scotts Property LLP;
- Liaising with Michael Hornsby of RGV and RGV's accountants with regards to its financial position (and therefore the value of Butchers investment in the partnership);
- Finalising the tax affairs of the Group; and
- undertaking work in relation to our statutory duties.

A significant proportion of the above costs would have been incurred regardless in closing down the stores and in gathering in the assets. As a result, there has been a substantial net benefit to creditors from the strategy pursued by the Joint Administrators and the above work.

Detailed description of work

Category of work	Detailed description of work	Work done / in progress / to be performed
Sale of 13 stores and head office leased by Butchers plus freehold store in Hull,	• Discussions with interested parties and their solicitors via phone and email	• Work done
	• Establishment of data room	• Work done
	• Sourcing and upload of relevant data to data room	• Work done
	• Provision of access to data room to interested parties	• Work done
	• Monitoring and review of various offers received	• Work done
	• Iterative review of draft sales contract as negotiations	• Work done

sale of assets of three closed stores	<ul style="list-style-type: none"> progress Signing of sales contract 	<ul style="list-style-type: none"> Work done
Trading – supplier liaison	<ul style="list-style-type: none"> Issuance of purchase orders for continuing supplies Issuance of undertakings for continuing supplies Withdrawal of undertakings following completion of sale Review of goods received notes and invoices received from suppliers Management of payments to suppliers under purchase orders and undertakings 	<ul style="list-style-type: none"> Work done Work done Work done Work done In progress
Property	<ul style="list-style-type: none"> Securing relevant property records Liaising with landlords for retained and vacated properties Liaising with rating authorities, utility companies and waste management companies. Liaising with Loughanure regarding licence fee Exiting leasehold premises where appropriate Instruction of Colliers to value Hull freehold property Instruction of Scotts to value Grimsby long leasehold property Instruction of Scotts to market Grimsby long leasehold property Liaison with Scotts regarding sale of Grimsby long leasehold property Instruction of SPB to assign and surrender leases to mitigate landlord unsecured claims 	<ul style="list-style-type: none"> Work done In progress In progress In progress Work done Work done Work done Work done In progress In progress
Non retention of title stock	<ul style="list-style-type: none"> Review of stock listing Liaising with interested parties 	<ul style="list-style-type: none"> Work done Work done
Retention of title stock	<ul style="list-style-type: none"> Arranging for claimants to undertake stock counts Arranging for completion of retention of title claim forms Adjudicating retention of title claims Corresponding with claimants Arranging for return of stock and/or payment to claimant 	<ul style="list-style-type: none"> Work done Work done In progress In progress In progress
Other chattel assets	<ul style="list-style-type: none"> Review of asset listings Liaising with agents and valuers Liaising with interested parties and their solicitors 	<ul style="list-style-type: none"> Work done Work done Work done
Debtors	<ul style="list-style-type: none"> Verifying intercompany debtor balances due from Butchers to Plc, GFL and GFRL Review of debtor ledger 	<ul style="list-style-type: none"> In progress Work done

	<ul style="list-style-type: none"> • Correspondence with debtors via post, email and phone with regard to collections 	<ul style="list-style-type: none"> • Work done
Cash	<ul style="list-style-type: none"> • Securing cash at bank • Securing cash in till floats • Correspondence with World Pay regarding ongoing provision of card payments services • Provision of assistance to Loughanure with regard to cash banking and card services 	<ul style="list-style-type: none"> • Work done • Work done • Work done • Work done
Third party assets	<ul style="list-style-type: none"> • Liaising with owners/lessors of equipment 	<ul style="list-style-type: none"> • Work done
Insurance	<ul style="list-style-type: none"> • Correspondence with insurer regarding insurance requirements • Realising value from outstanding insurance claims 	<ul style="list-style-type: none"> • Work done
Savings stamps	<ul style="list-style-type: none"> • Liaising with stores regarding continued acceptance of savings stamps during administration trading period • Corresponding with claimants via phone, email and post regarding reclaim of stamps • Collating information on stamps received for refund • Determination of final value of stamps liability • Distribution of funds in savings stamps account to claimants 	<ul style="list-style-type: none"> • Work done
Employees	<ul style="list-style-type: none"> • Payroll in relation to redundant and retained staff • Payroll assistance provided to Loughanure • Deducting and paying over relevant PAYE/NIC payments to HMRC, and other deductions to relevant parties, including pension schemes. • Implementing redundancies of 350 employees • Issuing advice to 350 employees regarding claims from the RPS • Liaising with the RPS regarding employee claims • Holding weekly update calls and meetings for retained staff 	<ul style="list-style-type: none"> • Work done • In progress • Work done
Creditors	<ul style="list-style-type: none"> • Set up of website for delivery of initial and ongoing communications • Receiving and dealing with creditor enquiries via post, email and telephone • Reviewing and preparing correspondence to creditors • Admitting claims for dividend purposes • Making a distribution to preferential and unsecured creditors 	<ul style="list-style-type: none"> • Work done • In progress • In progress • To be performed • To be performed
Statutory and	<ul style="list-style-type: none"> • Notification of appointment to relevant parties 	<ul style="list-style-type: none"> • Work done

compliance	<ul style="list-style-type: none"> • Issuance of questionnaires regarding directors conduct • Liaison with directors regarding preparation of statement of affairs • Drafting of proposals document and circulating to creditors, members and Registrar of Companies • Preparing investigation file with regard to directors conduct • Submission of results of investigation into directors conduct to Department for Business, Innovation and Skills • Progress reports/extensions as required • Closure of Administration and move Into CVL • Completion of internal statutory monitoring system 	<ul style="list-style-type: none"> • Work done • Work done • Work done • Work done • In progress • To be performed • In progress
Tax	<ul style="list-style-type: none"> • Gathering information for tax review • Carrying out tax review • Preparation of tax returns • Liaising with HMRC 	<ul style="list-style-type: none"> • In progress • To be performed • In progress • To be performed
VAT	<ul style="list-style-type: none"> • Submission of VAT returns for September 2018, October 2018 and for 1 November 2018 • Liaising with HMRC • Submission of VAT returns on a monthly basis for Butchers, Plc and GFRL 	<ul style="list-style-type: none"> • In progress • In progress • In progress
Accounting and treasury	<ul style="list-style-type: none"> • Opening and closing bank account • Dealing with receipts and payments vouchers • Carrying out bank reconciliations • Preparing trading accounts 	<ul style="list-style-type: none"> • In progress • In progress • In progress • In progress

Crawshaw Group Plc (in administration)

Narrative explanation of work done and why it was necessary to be done

Category of work	Detailed description of work	Work done / in progress / to be performed
Sale of 1 store leased by Plc	<ul style="list-style-type: none"> • Correspondence with London Stock Exchange regarding shareholder notification requirements • Discussions with interested parties and their solicitors via phone and email • Establishment of data room • Sourcing and upload of relevant data to data room • Provision of access to data room to interested parties • Monitoring and review of various offers received • Iterative review of draft sales contract as negotiations progress • Signing of sales contract 	<ul style="list-style-type: none"> • Work done
Property	<ul style="list-style-type: none"> • Securing relevant property records • Liaising with landlords. • Liaising with rating authorities, utility companies and waste management companies. • Liaising with Loughanure regarding licence fee • Exiting leasehold premises where appropriate 	<ul style="list-style-type: none"> • Work done • In progress • In progress • In progress • In progress
Debtors	<ul style="list-style-type: none"> • Verifying intercompany debtor balance due from Butchers 	<ul style="list-style-type: none"> • In progress
Cash	<ul style="list-style-type: none"> • Securing cash at bank 	<ul style="list-style-type: none"> • Work done
Third party assets	<ul style="list-style-type: none"> • Liaising with owners/lessors of equipment in Wigan and Pontefract stores 	<ul style="list-style-type: none"> • Work done

Insurance	<ul style="list-style-type: none"> • Correspondence with insurer regarding insurance requirements 	<ul style="list-style-type: none"> • In progress
Employees	<ul style="list-style-type: none"> • Payroll in relation to two directors • Deducting and paying over relevant PAYE/NIC payments to HMRC, and other deductions to relevant parties, including pension schemes. • Implementing redundancies of two directors • Issuing advice to two directors regarding claims from the RPS • Liaising with the RPS 	<ul style="list-style-type: none"> • Work done • Work done • Work done • Work done • In progress
Creditors	<ul style="list-style-type: none"> • Set up of website for delivery of initial and ongoing communications • Receiving and dealing with creditor enquiries via post, email and telephone • Reviewing and preparing correspondence to creditors • Admitting claims for dividend purposes • Making a distribution to preferential and unsecured creditors 	<ul style="list-style-type: none"> • Work done • In progress • In progress • To be performed • To be performed
Shareholders	<ul style="list-style-type: none"> • Issuance of RNS announcements in relation to commencement of Administration and completion of sale. • Update of Plc website with RNS announcements • Set up of Administrators website for delivery of initial and ongoing communications • Receiving and dealing with shareholder enquiries via post, email and telephone • Reviewing and preparing correspondence to shareholders • Admitting claims for distribution purposes • Making a distribution to shareholders if there are sufficient funds 	<ul style="list-style-type: none"> • Work done • Work done • Work done • In progress • In progress • To be performed • To be performed
Statutory and compliance	<ul style="list-style-type: none"> • Notification of appointment to relevant parties • Issuance of questionnaires regarding directors conduct • Liaison with directors regarding preparation of statement of affairs • Drafting of proposals document and circulating to creditors, members and Registrar of Companies • Preparing investigation file with regard to directors conduct • Submission of results of investigation into directors conduct to Department for Business, Innovation and 	<ul style="list-style-type: none"> • Work done

	Skills	
	<ul style="list-style-type: none"> • Progress reports/extensions as required • Closure of Administration and move Into CVL • Completion of internal statutory monitoring system 	<ul style="list-style-type: none"> • Work done • To be performed • In progress
Tax	<ul style="list-style-type: none"> • Gathering information for tax review • Carrying out tax review • Preparation of tax returns • Liaising with HMRC 	<ul style="list-style-type: none"> • In progress • In progress • In progress • In progress
VAT	<ul style="list-style-type: none"> • Submission of VAT returns for September 2018, October 2018 and for 1 November 2018 • Liaising with HMRC • Submission of VAT returns on a monthly basis for Butchers, Plc and GFRL 	<ul style="list-style-type: none"> • Work done • In progress • In progress •
Accounting and treasury	<ul style="list-style-type: none"> • Opening and closing bank account • Dealing with receipts and payments • Carrying out bank reconciliations 	<ul style="list-style-type: none"> • Work done • In progress • In progress

East Yorkshire Beef Limited (in administration)

Narrative explanation of work done and why it was necessary to be done

Category of work	Detailed description of work	Work done / in progress / to be performed
Sale of 1 store leased by EYB	<ul style="list-style-type: none"> • Discussions with interested parties and their solicitors via phone and email • Establishment of data room • Sourcing and upload of relevant data to data room • Provision of access to data room to interested parties • Monitoring and review of various offers received • Iterative review of draft sales contract as negotiations progress • Signing of sales contract 	<ul style="list-style-type: none"> • Work done
Trading – supplier liaison	<ul style="list-style-type: none"> • Issuance of purchase orders for continuing supplies • Issuance of undertakings for continuing supplies • Withdrawal of undertakings following completion of sale • Review of goods received notes and invoices received from suppliers • Management of payments to suppliers under purchase orders and undertakings 	<ul style="list-style-type: none"> • Work done • Work done • Work done • Work done • In progress
Property	<ul style="list-style-type: none"> • Securing relevant property records • Liaising with landlord • Liaising with rating authorities, utility companies and waste management companies. • Liaising with Loughanure regarding licence fee • Exiting leasehold premises where appropriate 	<ul style="list-style-type: none"> • Work done • Work done • In progress • Work done
Non retention of title stock	<ul style="list-style-type: none"> • Review of stock listing • Liaising with interested parties 	<ul style="list-style-type: none"> • Work done • Work done
Other chattel assets	<ul style="list-style-type: none"> • Review of asset listings • Liaising with agents and valuers • Liaising with interested parties and their solicitors 	<ul style="list-style-type: none"> • Work done • Work done • Work done
Debtors	<ul style="list-style-type: none"> • Review of debtor ledger 	<ul style="list-style-type: none"> • Work done

	<ul style="list-style-type: none"> • Correspondence with debtors via post, email and phone with regard to collections 	<ul style="list-style-type: none"> • Work done
Cash	<ul style="list-style-type: none"> • Securing cash at bank • Securing cash in till floats 	<ul style="list-style-type: none"> • Work done • Work done
Third party assets	<ul style="list-style-type: none"> • Liaising with owners/lessors of equipment 	<ul style="list-style-type: none"> • Work done
Insurance	<ul style="list-style-type: none"> • Correspondence with insurer regarding insurance requirements • Realising value from outstanding insurance claims 	<ul style="list-style-type: none"> • In progress
Creditors	<ul style="list-style-type: none"> • Set up of website for delivery of initial and ongoing communications • Receiving and dealing with creditor enquiries via post, email and telephone • Reviewing and preparing correspondence to creditors • Admitting claims for dividend purposes • Making a distribution to preferential and unsecured creditors 	<ul style="list-style-type: none"> • Work done • In progress • In progress • To be performed • To be performed
Statutory and compliance	<ul style="list-style-type: none"> • Notification of appointment to relevant parties • Issuance of questionnaires regarding directors conduct • Liaison with directors regarding preparation of statement of affairs • Drafting of proposals document and circulating to creditors, members and Registrar of Companies • Preparing investigation file with regard to directors conduct • Submission of results of investigation into directors conduct to Department for Business, Innovation and Skills • Progress reports/extensions as required • Closure of Administration and move Into CVL • Completion of internal statutory monitoring system 	<ul style="list-style-type: none"> • Work done • To be performed • To be performed • In progress
Tax	<ul style="list-style-type: none"> • Gathering information for tax review • Carrying out tax review • Preparation of tax returns • Liaising with HMRC 	<ul style="list-style-type: none"> • In progress • In progress • In progress • In progress
VAT	<ul style="list-style-type: none"> • Submission of VAT returns for September 2018, October 2018 and for 1 November 2018 • Liaising with HMRC • Submission of quarterly VAT returns to HMRC 	<ul style="list-style-type: none"> • Work done • In progress • In progress

Accounting and treasury	<ul style="list-style-type: none">• Opening and closing bank account• Dealing with receipts and payments vouchers• Carrying out bank reconciliations• Preparing trading accounts	<ul style="list-style-type: none">• In progress• In progress• In progress• In progress
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Gabbotts Farm Retail Limited (in administration)

Narrative explanation of work done and why it was necessary to be done

Category of work	Detailed description of work	Work done / in progress / to be performed
Sale of 3 stores leased by GFRL	<ul style="list-style-type: none"> • Discussions with interested parties and their solicitors via phone and email • Establishment of data room • Sourcing and upload of relevant data to data room • Provision of access to data room to interested parties • Monitoring and review of various offers received • Iterative review of draft sales contract as negotiations progress • Signing of sales contract 	<ul style="list-style-type: none"> • Work done
Property	<ul style="list-style-type: none"> • Securing relevant property records • Liaising with landlords. • Liaising with rating authorities, utility companies and waste management companies. • Liaising with Loughanure regarding licence fee • Exiting leasehold premises where appropriate 	<ul style="list-style-type: none"> • Work done • In progress • In progress • In progress • In progress
Debtors	<ul style="list-style-type: none"> • Verifying intercompany debtor balance due from Butchers 	<ul style="list-style-type: none"> • In progress
Insurance	<ul style="list-style-type: none"> • Correspondence with insurer regarding insurance requirements 	<ul style="list-style-type: none"> • In progress
Creditors	<ul style="list-style-type: none"> • Set up of website for delivery of initial and ongoing communications • Receiving and dealing with creditor enquiries via post, email and telephone • Reviewing and preparing correspondence to creditors • Admitting claims for dividend purposes • Making a distribution to preferential and unsecured creditors 	<ul style="list-style-type: none"> • Work done • In progress • In progress • To be performed • To be performed
Statutory and compliance	<ul style="list-style-type: none"> • Notification of appointment to relevant parties • Issuance of questionnaires regarding directors conduct 	<ul style="list-style-type: none"> • Work done

	<ul style="list-style-type: none"> • Liaison with directors regarding preparation of statement of affairs • Drafting of proposals document and circulating to creditors, members and Registrar of Companies • Preparing investigation file with regard to directors conduct • Submission of results of investigation into directors conduct to Department for Business, Innovation and Skills • Progress reports/extensions as required • Closure of Administration and move Into CVL • Completion of internal statutory monitoring system 	<ul style="list-style-type: none"> • Work done • Work done • Work done • Work done • To be performed • To be performed • In progress
Tax	<ul style="list-style-type: none"> • Gathering information for tax review • Carrying out tax review • Preparation of tax returns • Liaising with HMRC 	<ul style="list-style-type: none"> • In progress • In progress • In progress • In progress
VAT	<ul style="list-style-type: none"> • Submission of VAT returns for September 2018, October 2018 and for 1 November 2018 • Liaising with HMRC • Submission of VAT returns on a monthly basis for Butchers, Plc and GFRL 	<ul style="list-style-type: none"> • In progress • In progress • In progress
Accounting and treasury	<ul style="list-style-type: none"> • Opening and closing bank account • Dealing with receipts and payments • Carrying out bank reconciliations 	<ul style="list-style-type: none"> • In progress • In progress • In progress