

Section 94

Form 4.71

Return of Final Meeting in a
Members' Voluntary Winding Up

Pursuant to Section 94 of the
Insolvency Act 1986

To the Registrar of Companies

S.94

Company Number

00530825

Name of Company

A & GW SERVICES LIMITED

~~Mr~~We Dermot Coakley
2nd Floor, Tunsgate Square
98-110 High Street
Guildford
Surrey, GU1 3HE

Michael Bowen
Second Floor, Tunsgate Square
98-110 High Street
Guildford
Surrey, GU1 3HE

Note: The copy account must be
authenticated by the written signature(s)
of the Liquidator(s)

give notice that a general meeting of the company was duly held on/~~summoned~~ for 15 August 2012 pursuant to
section 94 of the Insolvency Act 1986, for the purpose of having an account (of which a copy is attached) laid
before it showing how the winding up of the company has been conducted, and the property of the company
has been disposed of and that the same was done accordingly ~~/no quorum was present at the meeting~~

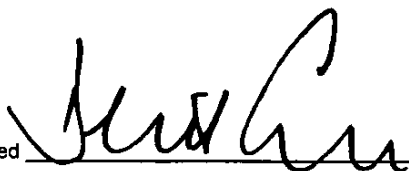
The meeting was held at MBI Coakley Ltd, 2nd Floor Tunsgate Square, 98-110 High Street, Guildford, Surrey,
GU1 3HE

The report covers the period from 17/06/2011 (commencement of winding up) to 15/08/2012 (close of winding
up)

The outcome of the meeting (including any resolutions passed at the meeting) was as follows

- 1 That the remuneration of the Liquidators' be fixed on the basis of time spent by them and
members of their staff in attending to matters arising prior to or during the winding up of the
Company and the Liquidators be and are hereby authorised to draw such remuneration monthly
or at such longer intervals as they may determine and to pay any expenses properly and
reasonably incurred by them
- 2 That the Liquidators' Proposed Final Receipts and Payment Account be approved
- 3 That the Liquidators' Final Report be approved
- 4 That the Liquidators' release from office be approved

Signed



Date

15 August 2012

MBI Coakley Ltd
2nd Floor, Tunsgate Square
98-110 High Street
Guildford
Surrey, GU1 3HE

Ref 150/DC/MB/SC/ME

FRIDAY



A09 17/08/2012 #33
COMPANIES HOUSE

| S of A £ | | £ | £ |
|--------------|------------------------------------|-----------|-------------|
| | ASSET REALISATIONS | | |
| 385,000 00 | Freehold Land & Property - Stone | NIL | |
| 850,000 00 | Freehold Land & Property - Yard | NIL | |
| 175,000 00 | Freehold Land & Property - Andrews | NIL | |
| 600 00 | VAT Refund | 200 00 | |
| 13,267 00 | Cash at Bank | 15,454 60 | |
| | | | 15,654 60 |
| | COST OF REALISATIONS | | |
| | Joint Liquidators' Fees | 6,639 24 | |
| | Joint Liquidators' Disbursements | 376 68 | |
| | Accountancy and taxation fees | 3,600 00 | |
| | Legal Fees (1) | 2,064 00 | |
| | Statutory Advertising | 229 50 | |
| | | | (12,909 42) |
| | UNSECURED CREDITORS | | |
| (2,148 00) | HMRC - Corporation Tax | NIL | |
| | HM Revenue & Customs - Class 1 NI | 2,745 18 | |
| | | | (2,745 18) |
| | DISTRIBUTIONS | | |
| (90,000 00) | Ordinary Shareholders | NIL | |
| | | | NIL |
| 1,331,719.00 | | | 0.00 |

Vat Receivable
Vat Control Account

2,519 08
(2,519 08)

NIL

Just Am

Dermot Coakley
Joint Liquidator

**Private and Confidential
A & GW SERVICES LIMITED
In Liquidation**

**A & GW SERVICES LIMITED ["the
Company"]
In Members' Voluntary Liquidation**

**Final Progress Report to the Members
Pursuant to S94 Insolvency Act 1986
Dated 15 August 2012**

1 Report

In accordance with the relevant provisions, I present the Final Progress Report to the members of the Company. The purpose of the report is to provide you with an account of the Liquidators' acts and dealings and the conduct of the winding up during the liquidation.

Attached to this report are the following documents:

- Appendix A - Statutory and other Information
- Appendix B - Joint Liquidators' Final Receipts and Payments Account
- Appendix C - Summary of Liquidators' time costs
- Appendix D - MBI Fees and Disbursements Policies

Please note a copy of a Creditors' Guide to Liquidators' Fees is also available online at <http://www.mbicoakley.co.uk/important-docs.html> by clicking on the link titled Liquidation.

I comment further on progress in the liquidation below.

2 Summary Receipts and Payments Account

I attach as Appendix B a summary of the final receipts and payments in the liquidation from the date of my appointment to the date of the final meeting. The account is I believe largely self explanatory but I would comment further on certain items below.

2.1 Receipts

- 2.1.1 Receipts consist primarily of the balance in hand in the Company's bank account at the time of liquidation, together with VAT repayments

2.2 Payments

- 2.2.1 Payments relate primarily to the costs of winding up the affairs of the Company, including the Liquidators' remuneration, which is referred to later in this report, together with accountancy and legal fees.

3 Liquidators' Remuneration

- 3.1 A summary of the time spent is attached as Appendix C in accordance with Statement of Insolvency Practice 9 (SIP 9), for the information of the Members. Additional information in relation to Office Holders' Fees [Appendix D] setting out this firm's policies on disbursements and current charge out rates is attached.

- 3.2 Total time costs as at 15 August 2012, inclusive of both pre and post appointment costs, are £7,133.00.

Private and Confidential
A & GW SERVICES LIMITED
In Liquidation

3.3 The basis of the Liquidators' remuneration was resolved at the final meeting of members with the passing of the following fee resolution.

That the remuneration of the Liquidators' be fixed on the basis of time spent by them and members of their staff in attending to matters arising prior to or during the winding up of the Company and the Liquidators be and are hereby authorised to draw such remuneration monthly or at such longer intervals as they may determine and to pay any expenses properly and reasonably incurred by them.

I attach as Appendix A Statutory and Other Information and a statement showing the outstanding expenses incurred by the Liquidators

A statement of the members' rights to request further information and challenge the Liquidators' remuneration and expenses is available online at <http://www.mbicoakley.co.uk/important-docs.html> by clicking on the link titled Liquidation.

4 Distribution to Members

With the assets available the Liquidators have made the following distribution to members:

Distribution *in specie* - on 17 June 2011;

| | Value of Property |
|---|-------------------|
| Stone House, Daux Avenue, Billingshurst | £385,000 |
| Land at Parbrook, Billingshurst | £850,000 |
| Andrews Hill, Stane Street, Billingshurst | £175,000 |
| Total | <u>£1,410,000</u> |

No further distributions have been made

5 Conclusion

If any member requires any further information or clarification on any matter relating to the liquidation of the Company, please contact this office.

For your information my authorising body is the Institute of Chartered Accountants in England & Wales and that of my Joint Liquidator, Mr Bowell, is the Insolvency Practitioners Association.



Dermot Coakley
Joint Liquidator
A & GW SERVICES LIMITED In liquidation

A & GW SERVICES LIMITED
(In Liquidation)
Supplementary Information

Registered Office

c/o MBI Coakley Ltd Second Floor Tunsgate Square
 98 - 110 High Street
 Guildford
 Surrey
 GU1 3HE

Registered Number

00530825

Appointment Details

Joint Liquidator - Dermot Coakley
 Second Floor, Tunsgate Square
 98-110 High Street
 Guildford
 Surrey, GU1 3HE

Appointment Date - 17/06/2011

Joint Liquidator - Michael Bowell
 Second Floor, Tunsgate Square
 98-110 High Street
 Guildford
 Surrey, GU1 3HE

Appointment Date - 17/06/2011

Changes to Office Holders

None

Additional Information

Dividends / Distributions / Consigned Funds

| Dividend Type | Date | Admitted | Paid | p in £ |
|---------------|------|----------|------|--------|
| N/A | N/A | N/A | N/A | N/A |

A distribution in specie was made to the members of the Company on 17 June 2011

Unrealisable Assets

There are no unrealisable assets

Details of Basis of Remuneration

The Liquidators were authorised by the Creditors to draw remuneration by reference to the time costs properly incurred by the Liquidators and their staff

A & GW SERVICES LIMITED
(In Liquidation)
Statement of Remuneration / Expenses
For period 17/06/2011 to 15/08/2012

| Account | Incurred In Period | Accrued In Period For Last Period | Accrued In Period | Total In Period |
|-----------------------------------|-------------------------------|--|------------------------------|----------------------------|
| Pre-appointment Fees | 1,874 50 | 0 00 | 0 00 | 1,874 50 |
| Joint Liquidators' Fees | 4,764 74 | 0 00 | 493 76 | 5,258 50 |
| Joint Liquidators' Disbursements | 376 68 | 0 00 | 0 00 | 376 68 |
| Accountancy and taxation fees | 3,600 00 | 0 00 | 0 00 | 3,600 00 |
| Legal Fees | 2,064 00 | 0 00 | 0 00 | 2,064 00 |
| Statutory Advertising | 229 50 | 0 00 | 0 00 | 229 50 |
| HM Revenue & Customs - Class 1 NI | 2,745 18 | 0 00 | 0 00 | 2,745 18 |
| | 15,654 60 | 0 00 | 493 76 | 16,148 36 |

A & GW SERVICES LIMITED
(In Liquidation)

JOINT LIQUIDATORS' RECEIPTS AND PAYMENTS ACCOUNT
For the period 17 June 2011 (date of appointment) to 15 August 2012

| | Declaration of Solvency | From 17/06/2011 To 13/06/2012 | From 14/06/2012 to 15/08/2012 | From 17/06/2011 To 15/08/2012 |
|---|----------------------------|--|--|--|
| | £ | £ | £ | £ |
| RECEIPTS | | | | |
| Cash at Bank | 13,267.00 | 15,454.60 | - | 15,454.60 |
| VAT | 600.00 | 595 90 | 2,123.18 | 2,719.08 |
| | <u>13,867.00</u> | <u>16,050.50</u> | <u>2,123.18</u> | <u>18,173.68</u> |
| PAYMENTS | | | | |
| Accountancy and taxation fees | | 3,600.00 | - | 3,600.00 |
| Legal Fees | | 2,064.00 | - | 2,064.00 |
| Statutory Advertising | | 229 50 | - | 229.50 |
| Joint Liquidators' Pre-appointment Fees | | | 1,874.50 | 1,874.50 |
| Joint Liquidators' Proposed Final Fees | | | 4,764.74 | 4,764.74 |
| Joint Liquidators' Disbursements | | | | |
| Postage & Stationery | | - | 6.63 | 6.63 |
| Specific Bond | | - | 260.00 | 260.00 |
| Storage & Box Destruction | | - | 33.55 | 33.55 |
| Statutory Advertising | | - | 76.50 | 76.50 |
| HM Revenue & Customs - Class 1 NI | | 2,745.18 | - | 2,745.18 |
| VAT | | 1,115.90 | 1,403.18 | 2,519 08 |
| | | <u>9,754.58</u> | <u>8,419.10</u> | <u>18,173.68</u> |

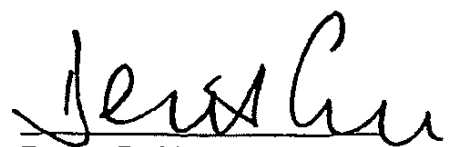
Details of distribution in specie pursuant to Rule 4.126A(4)(xiv) of the Insolvency Rules 1986

**Value of
Property for
distribution in
specie***

*Property has been valued on the basis of professional valuations obtained for the purpose of preparing the declaration of solvency.

Property Assets:

| | £ |
|---|------------------|
| Stone House, Daux Avenue, Billingshurst | 385,000 |
| Land at Parbrook, Billingshurst | 850,000 |
| Andrews Hill, Stane Street, Billingshurst | 175,000 |
| | <u>1,410,000</u> |


Dermot Coakley
Joint Liquidator

Time Entry - SIP9 Time & Cost Summary

150 - A & GW SERVICES LIMITED
To 15/08/2012

| Classification of Work Function | Partner | Manager | Other Senior Professionals | Assistants & Support Staff | Total Hours | Time Cost (£) | Average Hourly Rate (£) |
|------------------------------------|-------------|-------------|----------------------------|----------------------------|--------------|-----------------|-------------------------|
| Admin & Planning | 2.80 | 5.30 | 17.80 | 0.00 | 25.90 | 5,025.50 | 194.03 |
| Case Specific Matters | 3.50 | 0.00 | 0.00 | 0.00 | 3.50 | 1,056.50 | 301.86 |
| Creditors | 0.30 | 1.80 | 0.10 | 0.00 | 2.20 | 576.00 | 261.82 |
| Investigations | 0.00 | 0.00 | 0.30 | 0.00 | 0.30 | 49.50 | 165.00 |
| Realisation of Assets | 1.00 | 0.00 | 0.70 | 0.00 | 1.70 | 425.50 | 250.29 |
| Trading | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Hours | 7.60 | 7.10 | 18.90 | 0.00 | 33.60 | 7,133.00 | 212.29 |
| Total Fees Claimed | | | | | | 6,639.24 | |
| Total Disbursements Claimed | | | | | | 376.68 | |

A & GW SERVICES LTD IN LIQUIDATION

ADDITIONAL INFORMATION IN RELATION TO OFFICE HOLDER'S FEES PURSUANT TO STATEMENT OF INSOLVENCY PRACTICE 9 (SIP9)

In accordance with best practice, we provide below details of the policy of MBI Coakley Ltd ["MBI"] in respect of fees and expenses for work in relation to the above insolvency. The policy covers the following:

- 1 Staff allocation and the use of subcontractors
- 2 Professional advisers
- 3 Disbursements
- 4 Charge out rates and work performed

1. Staff allocation and the use of subcontractors

The general approach to resourcing assignments is to allocate staff with the skills and experience appropriate to meet the specific requirements of the case, having regard to its nature and complexity. The case team will usually consist of a Director, Manager and Administrator.

It is not our general policy to utilise the services of subcontractors and no subcontractors have been used on this case.

2. Professional Advisers

On this assignment we have used the services of the professional advisers listed below. We have also indicated the basis of our fee arrangement with them, which is subject to periodic review.

| Name of Professional Adviser | Basis of Fees |
|---|----------------------------|
| Moore Stephens LLP | Time costs + Disbursements |
| Davies, Pritchard & Weatherill Solicitors | Time costs + Disbursements |
| | |
| | |

When choosing professional advisers, we take into consideration their experience and ability to perform the type of work required, the complexity of the assignment, their suitability for the particular case and the basis of the fee arrangement.

3. Disbursements

It is the policy of MBI to charge and recover all actual disbursements [Category 1 Disbursements] incurred and full records of those disbursements are retained and are available, together with an explanation as to why they have been incurred, to all creditors. Category 1 disbursements do not require specific approval by creditors. This type of disbursement generally comprises of external suppliers of services identifiable to a specific case, such as postage, statutory advertising, room hire, and document collection. In addition, any properly reimbursed expenses of the Office Holders and of their staff will be recovered.

The recovery of Category 2 Disbursements requires the approval of creditors before they can be paid. It is also our policy in all insolvencies to charge the following Category 2 Disbursements at the rates shown:

Appendix D

Travel - Motor Vehicles are charged at 65p per mile and all other forms of travel are charged at actual cost

Company Records Storage - 40p per week per archive box, £6 per box destruction

Photocopying/Facsimiles - 10p per sheet

Room Hire - meetings held at MBI's offices £150 Meetings at any other venue at actual cost

VAT is chargeable on all disbursements at the prevailing rate

4. Charge-out Rates

The current hourly charge-out rates per staff involved in working on the insolvency are set out below, together with the rates for the previous year

| Grade | Year 2012 £ | Year 2011 £ | Year 2010 £ |
|-----------------|----------------|----------------|----------------|
| Office Holder | 325 | 325 | 325 |
| Manager 1 | 265 | 265 | 265 |
| Manager 2 | 235 | 235 | 235 |
| Administrator 1 | 165 | 165 | 165 |
| Administrator 2 | 145 | 145 | 145 |

The rates charged by MBI are reviewed in January of each year and are adjusted to take account of inflation and the firm's overheads

Time spent on casework is recorded directly to the relevant case using a computerised time recording system and the nature of the work undertaken is recorded at that time In accordance with best practice, time is charged in 6 minute units

A description of the work performed under the main activity codes shown on the SIP9 summary attached, are as follows

| Activity | Description |
|---------------------------|--|
| Administration & Planning | Includes case planning, statutory returns, maintenance of bank accounts and estate records, appointment notification, administrative set-up, maintenance of records, matters relating to tax, general correspondence, general legal advice, meetings |
| Investigations | Includes statutory duty of investigation into company's affairs, investigating generally, CDDA reports, legal advice |
| Realisation of Assets | Includes realisation of assets, identifying, securing and insuring of assets, costs associated with sale of business and assets, debt collection, legal advice |
| Trading | Includes time on site, ordering and supply of goods, supervision of staff, debt collection management of trading operations, accounting for trading, on-going employee issues, legal advice |
| Creditors | Includes correspondence and meetings with creditors, pension issues and employees, reporting to creditors, retention of title, adjudicating on creditor claims, employee matters, legal advice |

A & GW SERVICES LIMITED
In Members' Voluntary Liquidation

**Minutes of a Final Meeting of the Members of the Company pursuant to Section
94 Insolvency Act 1986**

held at MBI Coakley Ltd, 2nd Floor Tunsgate Square, 98-110 High Street,
Guildford, Surrey, GU1 3HE on 15 August 2012 at 10:00am

Present. Dermot Coakley - Joint Liquidator and Chairman

Present by proxy. Alan N.C Wadey, Georgina J. Wadey

In Attendance n/a

Convening of meeting

- 1 The chairman noted that a quorum was present by virtue of the proxies received.

Chairman's statement

The chairman explained the purpose of the meeting as set out in the notice convening the meeting, in particular for the purposes of considering and passing the resolutions set out therein

It was noted that proxies had been received from two members of the company directing the Chairman to vote for the approval of all resolutions

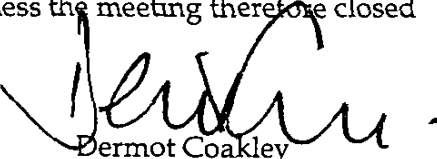
According, the following resolutions were formally put to the meeting and each was approved.

Resolutions:

1. That the remuneration of the Liquidators' be fixed on the basis of time spent by them and members of their staff in attending to matters arising prior to or during the winding up of the Company and the Liquidators be and are hereby authorised to draw such remuneration monthly or at such longer intervals as they may determine and to pay any expenses properly and reasonably incurred by them.
2. That the Liquidators Proposed Final Receipts and Payment Account be approved
- 3 That the Liquidators' Final Report be approved.
- 4 That the Liquidators' release from office be approved

The Chairman noted that all the resolutions had been passed and that the Liquidation was to be concluded forthwith.

There being no further business the meeting therefore closed


Dermot Coakley
Joint Liquidator & Chairman of the Meeting