

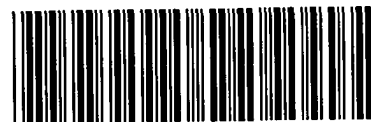
# LIQ03

## Notice of progress report in voluntary winding up



Companies House

SATURDAY



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A10

24/07/2021

#95

COMPANIES HOUSE

### 1 Company details

Company number 0 0 8 9 8 3 9 1

Company name in full HPL Staffs Limited

→ Filling in this form

Please complete in typescript or in  
bold black capitals.

### 2 Liquidator's name

Full forename(s) Gerald

Surname Irwin

### 3 Liquidator's address

Building name/number Station House

Street Midland Drive

Post town Sutton Coldfield

County/Region West Midlands

Postcode B 7 2 1 T U

Country

### 4 Liquidator's name ①

Full forename(s)

Surname

① Other liquidator

Use this section to tell us about  
another liquidator.

### 5 Liquidator's address ②

Building name/number

Street

Post town

County/Region

Postcode

Country

② Other liquidator

Use this section to tell us about  
another liquidator.

LIQ03

Notice of progress report in voluntary winding up

**6** Period of progress report

From date	<sup>d</sup> 2	<sup>d</sup> 8	<sup>m</sup> 0	<sup>m</sup> 6	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 2	<sup>y</sup> 0
To date	<sup>d</sup> 2	<sup>d</sup> 7	<sup>m</sup> 0	<sup>m</sup> 6	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 2	<sup>y</sup> 1

**7** Progress report

☒ The progress report is attached

**8** Sign and date

Liquidator's signature

Signature

X



X

Signature date

<sup>d</sup> 2	<sup>d</sup> 2	<sup>m</sup> 0	<sup>m</sup> 7	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 2	<sup>y</sup> 1
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LIQ03

Notice of progress report in voluntary winding up



**Presenter information**

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

Contact name **John Pearson**

Company name **Irwin & Company**

Address **Station House**

**Midland Drive**

Post town **Sutton Coldfield**

County/Region **West Midlands**

Postcode **B 7 2 1 T U**

Country

DX

Telephone **0121 321 1700**



**Checklist**

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

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

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



**Important information**

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



**Where to send**

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

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



**Further information**

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

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

**HPL Staffs Limited**  
**(In Liquidation)**  
**Liquidator's Summary of Receipts & Payments**

Statement of Affairs £		From 28/06/2020 To 27/06/2021 £	From 28/06/2019 To 27/06/2021 £
	<b>ASSET REALISATIONS</b>		
	Bank Interest Gross	NIL	0.33
	Finance Agreement refund	NIL	62.50
6,000.00	Monies held in Client Account	NIL	6,000.00
	VAT Refund	NIL	0.01
		<u>NIL</u>	<u>6,062.84</u>
	<b>COST OF REALISATIONS</b>		
	Liquidator's Expenses	NIL	10.80
	Preparation of S. of A.	NIL	5,000.00
	Room Hire	NIL	75.00
	Specific Bond	NIL	264.00
	Stationery & Postage	NIL	77.34
	Statutory Advertising	87.50	328.50
		<u>(87.50)</u>	<u>(5,755.64)</u>
	<b>UNSECURED CREDITORS</b>		
(1,002,802.00)	H M Revenue & Customs	NIL	NIL
(1,620.00)	Trade & Expense Creditor	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
	<b>DISTRIBUTIONS</b>		
(7,806.00)	Ordinary Shareholders	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
<b>(1,006,228.00)</b>		<b><u>(87.50)</u></b>	<b><u>307.20</u></b>
	<b>REPRESENTED BY</b>		
	Current Account		156.07
	VAT Inputs		151.13
			<u>307.20</u>



Gerald Irwin  
Liquidator

**HPL STAFFS LIMITED  
FORMERLY HALSO PETROLEUM LIMITED  
IN CREDITORS' VOLUNTARY LIQUIDATION**

**LIQUIDATOR'S PROGRESS REPORT TO ALL KNOWN MEMBERS AND  
CREDITORS FOR THE PERIOD 28 JUNE 2020 TO 27 JUNE 2021**

I write with my annual progress report to all known members and creditors in connection with my appointment as Liquidator of the above-named Company on 28 June 2019.

**LIQUIDATOR'S ACTIONS SINCE DATE OF LAST REPORT**

Since the date of my last report I have remained in correspondence with HM Revenue & Customs regarding transactions which the Company entered into, between 2005 and 2012, relating to Employment Benefit Trusts ("EBTs") and an Employer Funded Retirement Benefit Scheme ("EFRBS"), which are considered to be tax avoidance schemes.

I have also remained in correspondence with professional advisors representing the Company's directors.

**ROUTINE WORK**

There is certain work that is required to be undertaken, together with the control and supervision of the work done on the case by the office holder and his managers. It does not give direct financial benefit to the creditors, but has to be undertaken by the office holder to meet their requirements under the insolvency legislation and the Statements of Insolvency Practice, which set out required practice that office holders must follow. A description of the routine work undertaken since my last report is as follows:

**1. Administration**

- Case planning - devising an appropriate strategy for dealing with the case and giving instructions to the staff to undertake the work on the case.
- Maintaining physical and electronic case files.
- Convening and holding a general meeting of creditors to approve the basis of the Liquidator's remuneration.
- Dealing with all routine correspondence and emails relating to the case.
- Maintaining and managing the office holder's estate bank account.
- Maintaining and managing the office holder's cashbook.
- Undertaking regular bank reconciliations of the bank account containing estate funds.
- Reviewing the adequacy of the specific penalty bond.
- Undertaking periodic reviews of the progress of the case.
- Overseeing and controlling the work done on the case by case managers.
- Preparing, reviewing and issuing annual progress reports to creditors and members.
- Filing returns at Companies House.
- Preparing and filing VAT returns.
- Preparing and filing Corporation Tax returns.

**2. Creditors**

- Dealing with creditor correspondence, emails and telephone conversations regarding their claims.

- Maintaining up to date creditor information on the case management system.
- Reviewing proofs of debt received from creditors.

## **STATUTORY INFORMATION**

Statutory Information regarding the Company is enclosed for your information.

## **RECEIPTS AND PAYMENTS**

Enclosed for your information is a Summary of Receipts and Payments for the period 28 June 2019 to 27 June 2021, from which you will note there are funds in hand of £307.

## **ASSETS**

There have been no realisations in the reporting period.

### **VAT Refund**

On 9 October 2019, a remittance for £0.01 was received from HM Revenue & Customs, representing a VAT refund.

### **Monies Held in Client Account**

Prior to the date of liquidation, an amount of £6,000 was received and banked into the Irwin Insolvency Client Account for the benefit of the estate generally.

Following the date of liquidation, the above amount was transferred into the liquidation estate account.

### **Other Realisations**

Since the date of liquidation, where possible, funds have been held on an interest-bearing account in order to maximise realisations.

I would advise that no bank interest has been received in this reporting period. In the previous reporting period, an amount of £0.33 was received in gross bank interest.

### **Sundry Refund**

On 21 August 2019, a remittance for £62.50 was received from Lombard plc, representing a refund of leasing charges.

### **Assets That Remain To Be Realised**

To the best of my knowledge and belief, there are no assets that remain to be realised.

## **LIABILITIES**

### **Secured Creditors**

An examination of the mortgage register held by the Registrar of Companies, showed that at the time of my appointment, the Company had no charges over its assets.

## **Prescribed Part of Net Property**

Section 176A provides that unsecured creditors are entitled to a dividend out of the Prescribed Part of the Company's Net Property. Net Property is the amount that would otherwise be payable to the floating charge holder (if the floating charge was created on or after 15 September 2003). The Prescribed Part is 50% of the first £10,000 of the Net Property plus 20% of that part of the Net Property exceeding £10,000 (subject to a maximum of £600,000).

To the best of the Liquidator's knowledge and belief there are no unsatisfied floating charges created on or after 15 September 2003 and, consequently there is no Net Property and, therefore, no Prescribed Part available for distribution to the unsecured creditors.

## **Preferential Creditors**

No preferential claims were anticipated in the director's Statement of Affairs.

I can confirm that no preferential claims have been received to date.

## **Crown Creditors**

According to the director's Statement of Affairs, H M Revenue & Customs ("HMRC") was indebted for £1,002,802, representing PAYE & NIC liabilities arising from EBT and EFRBS schemes which were entered into some years prior to liquidation.

Following my appointment, HMRC lodged its Final Proof of Debt in the amount of £1,571,713, which relates to a combination of Regulation 80 Determinations, Corporation Tax liabilities, legal costs and interest.

In the previous reporting period, settlement calculations were received from HMRC, relating to the Disguised Remuneration Scheme, which were forwarded to the professional advisors acting for the Company's directors and shareholders.

## **Other Non-Preferential Unsecured Creditors**

The director's Statement of Affairs estimated other Unsecured Non-Preferential Creditors of £1,620.

To date, I have received claims from other Unsecured Non-Preferential Creditors totalling £2,324 and according to my files, therefore, there are no claims outstanding.

## **DIVIDEND PROSPECTS**

On current information, there is no prospect of a dividend to any class of creditor.

## **PRE-APPOINTMENT REMUNERATION**

The creditors previously authorised the payment of a fee to Irwin Insolvency, in the sum of £5,000, for assisting with the preparation of the Statement of Affairs and for arranging the decision procedure on 28 June 2019.

The fee for preparing the Statement of Affairs and arranging the decision procedure for creditors to appoint a liquidator was paid from first realisations on appointment and is shown in the enclosed receipts and payments account.

## LIQUIDATOR'S REMUNERATION

The Liquidator's remuneration was authorised on a time cost basis based on a fee estimate of £4,007.50, following a Virtual Meeting held on 30 July 2020.

The fees estimate acts as a cap and I cannot draw remuneration in excess of that estimate without first seeking approval from the creditors.

In this reporting period and during the period of the liquidation, no Liquidator's remuneration has been paid to my firm.

Time costs from 28 June 2020 to 27 June 2021 amount to £1,700 for 7.1 hours, representing an average charge of £239.44 per hour. Time costs for the whole liquidation period from 28 June 2019 to 27 June 2021 amount to £5,707.50 for 24 hours, representing an average charge of £237.81 per hour.

The actual average charge out rate incurred compares with the estimated average charge out rate of £237.13 in my fees estimate.

Further information about creditors' rights can be obtained by visiting the creditors' information micro-site published by the Association of Business Recovery Professionals (R3) at <http://www.creditorinsolvencyguide.co.uk/>. A copy of 'A Creditors Guide to Liquidators' Fees' also published by R3, is available at the link <https://www.r3.org.uk/technical-library/england-wales/technical-guidance/fees>. Please note that there are different versions of the Guidance Notes and in this case, you should refer to the April 2017 version.

## LIQUIDATORS' EXPENSES

During the periods covered by this report, the following category 1 expenses, as defined by Statement of Insolvency Practice 9 "SIP9" have been incurred: -

	Period 28.06.2019 to 27.06.2020	Period 28.06.2020 to 27.06.2021	Total
Postage	£19.44	£5.16	£24.60
Statutory Advertising	£241.00	£87.50	£328.50
Specific Bond	£264.00	£0.00	£264.00

During the periods covered by this report, the following category 2 expenses as defined by SIP9 have been incurred: -

	Period 28.06.2019 to 27.06.2020	Period 28.06.2020 to 27.06.2021	Total
Stationery and Photocopying Charges	£57.90	£16.20	£74.10
Room Hire	£75.00	£0.00	£75.00
Mileage Expenses	£10.80	£0.00	£10.80

My firm has drawn a total of £755.64 in expenses, of which £87.50 was drawn in this reporting period.

## **FURTHER INFORMATION**

An unsecured creditor may, with the permission of the Court, or with the concurrence of 5% in value of the unsecured creditors (including the creditor in question), request further details of the Liquidator's remuneration and expenses within 21 days of their receipt of this report. Any secured creditor may request the same details in the same time limit.

An unsecured creditor may, with the permission of the Court, or with the concurrence of 10% in value of the unsecured creditors (including the creditor in question), apply to Court to challenge the amount of remuneration charged by the Liquidator as being excessive, and/or the basis of the Liquidator's remuneration, and/or the amount of the expenses incurred as being excessive, within 8 weeks of their receipt of this report. Any secured creditor may make a similar application to Court within the same time limit.

## **CHARGING AND EXPENSES RECOVERY POLICIES**

An up to date Irwin Insolvency Practice Statement of Office Holder's Charging and Expenses Recovery Policies is enclosed for your information.

## **PROVISIONS OF SERVICE**

To comply with the Provision of Services Regulations, some general information about Irwin Insolvency can be found in the attached summary sheet.

## **SUMMARY**

The liquidation will remain open until such time as HMRC has confirmed that settlement has been reached with the former directors and shareholders, relating to tax liabilities arising from the EBT and EFRBS schemes.

I will report again in approximately 12 months' time or at the conclusion of the liquidation, whichever is sooner.

A handwritten signature in black ink, appearing to be 'Gerald Irwin', with a long, sweeping horizontal line extending to the right.

**Gerald Irwin**  
**Liquidator**

**22 July 2021**

## STATUTORY INFORMATION

**Name of Company:** HPL Staffs Limited  
formerly Halso Petroleum Limited

**Registered Office:** Fradley Park  
Lichfield  
Staffordshire  
WS13 8NG

Note: The Company's registered office address was changed to the Liquidator's address on 3 July 2019

**Trading Address:** Fradley Park  
Lichfield  
Staffordshire  
WS13 8NG

**Company's Registered Number:** 00898391

**Liquidator's Name:** Gerald Irwin

**Liquidator's Address:** Irwin Insolvency  
Station House  
Midland Drive  
Sutton Coldfield  
West Midlands B72 1TU

**Date of Appointment:** 28 June 2019

**Basis of Liquidator's remuneration  
and by whom fixed:**

The basis of the Liquidator's remuneration was approved at a Virtual Meeting of creditors held on 30 July 2020, by reference to the time properly spent in dealing with the matters relating to the Liquidation, such time charged at the hourly charge-out rate of the grade of staff undertaking the work at the time the work was undertaken and subject to a fees estimate.

**HPL Staffs Limited**  
**(In Liquidation)**  
**Liquidator's Summary of Receipts and Payments**

<b>RECEIPTS</b>	<b>Statement of Affairs (£)</b>	<b>From 28/06/2019 To 27/06/2020 (£)</b>	<b>From 28/06/2020 To 27/06/2021 (£)</b>	<b>Total (£)</b>
VAT Refund		0.01	0.00	0.01
Monies held in Client Account	6,000.00	6,000.00	0.00	6,000.00
Bank Interest Gross		0.33	0.00	0.33
Finance Agreement refund		62.50	0.00	62.50
		<b>6,062.84</b>	<b>0.00</b>	<b>6,062.84</b>
<b>PAYMENTS</b>				
Specific Bond		264.00	0.00	264.00
Preparation of S. of A.		5,000.00	0.00	5,000.00
Liquidator's Expenses		10.80	0.00	10.80
Stationery & Postage		77.34	0.00	77.34
Room Hire		75.00	0.00	75.00
Statutory Advertising		241.00	87.50	328.50
Trade & Expense Creditor	(1,620.00)	0.00	0.00	0.00
H M Revenue & Customs	(1,002,802.00)	0.00	0.00	0.00
Ordinary Shareholders	(7,806.00)	0.00	0.00	0.00
		<b>5,668.14</b>	<b>87.50</b>	<b>5,755.64</b>
<b>Net Receipts / (Payments)</b>		<b>394.70</b>	<b>(87.50)</b>	<b>307.20</b>

**IRWIN INSOLVENCY/G IRWIN & CO - INSOLVENCY PRACTICE  
STATEMENT OF OFFICE HOLDER'S CHARGING AND EXPENSES  
RECOVERY POLICIES**

**1. OFFICE HOLDER'S REMUNERATION – (CHARGE-OUT RATES FOR TIME COSTS)**

	<b>£/hour</b>
Partner/Director	300
Manager	250
Senior Administrator	175
Administrator	150
Compliance Manager	200
Senior Assistant/Senior Cashier/PA	150
Support Staff/Cashier/Secretary	125

For resolution purposes it is proposed to charge the above rates for Office Holder's and staff time incurred or those prevailing at the time the costs are incurred. Charge-out rates will therefore be subject to periodic review and advised to creditors following the change. "Time" is charged in units of 6 minutes.

**2. EXPENSES**

**CATEGORY 1**

- i) **Postage** – Royal Mail or other Courier rates – prevailing either 1<sup>st</sup>/2<sup>nd</sup> or other class, as appropriate, plus VAT.

**CATEGORY 2**

- i) **Stationery and Photocopying** – 15p per sheet/item of stationery, plus VAT.  
ii) **Internal Room Hire** – (usually only charged for meetings of creditors) - £75.00 plus VAT.  
iii) **Office Holder Mileage Allowance** – Current prevailing HM Revenue & Customs Flat Scale Rate (as published) plus VAT.

<b>Engine Size</b>	<b>Per Mile</b>
Any	45p

For resolution purposes, it is proposed to charge the above expenses at the above rate or those prevailing at the time the costs are incurred. Charging rates are, therefore, subject to period reviews as advised to creditors.

**NOTES**

References above to Category 1 and Category 2 Expenses are as defined in Statement of Insolvency Practice 9 England and Wales ("SIP 9") effective from 1 April 2021 (also available are the historic versions of "SIP9s") can be obtained by visiting the Association of Business Recovery Professionals (R3) at <https://www.r3.org.uk/what-we-do/publications/professional/statements-of-insolvency-practice>. These Statements and "Creditors Guides to Fees" are also available in printed form upon request.

As laid out in Statement of Insolvency Practice 1 ("SIP 1") Para 5, I am obliged to inform creditors that I am bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment.

## **PROVISION OF SERVICES REGULATIONS SUMMARY SHEET FOR IRWIN INSOLVENCY / G IRWIN & CO**

The following information is designed to draw the attention of interested parties to the information required to be disclosed by the Provision of Services Regulations 2009.

### **Licensing Body**

Gerald Irwin is licensed to act as an Insolvency Practitioner ("IP") in the United Kingdom by the Insolvency Practitioners Association ("IPA") whom he is a member of.

### **Rules Governing Actions**

All IPs are bound by the rules of their professional body, including any that relate specifically to insolvency. The rules of the professional body that licences Gerald Irwin can be found at <https://www.insolvency-practitioners.org.uk>.

In addition, IPs are bound by the Statements of Insolvency Practice (SIPs), details of which can be found at <https://www.r3.org.uk/what-we-do/publications/professional/statements-of-insolvency-practice>.

### **Ethics**

All IPs are required to comply with the Insolvency Code of Ethics and a copy of the Code can be found at <https://www.insolvency-practitioners.org.uk/regulation-and-guidance/ethics-code>

### **Complaints**

At Irwin Insolvency / G Irwin & Co, we always strive to provide a professional and efficient service. However, we recognise that it is in the nature of insolvency proceedings for disputes to arise from time to time. As such, should you have any comments or complaints regarding the administration of a particular case then in the first instance you should contact the IP acting as office holder.

If you consider that the IP has not dealt with your comments or complaint appropriately you should then put details of your concerns in writing to our complaints officer, Mrs Denise Sutton. This will then formally invoke our complaints procedure and we will endeavour to deal with your complaint under the supervision of a member of staff unconnected with the appointment.

Most disputes can be resolved amicably either through the provision of further information or following negotiations. However, in the event that you have exhausted our complaints procedure and you are not satisfied that your complaint has been resolved or dealt with appropriately, you may complain to the regulatory body that licences the insolvency practitioner concerned.

Any such complaints should be addressed to The Insolvency Service, IP Complaints, 3rd Floor, 1 City Walk, Leeds, LS11 9DA, and you can make a submission using an on-line form available at [www.gov.uk/complain-about-insolvency-practitioner](http://www.gov.uk/complain-about-insolvency-practitioner), or you can email [insolvency.enquiryline@insolvency.gsi.gov.uk](mailto:insolvency.enquiryline@insolvency.gsi.gov.uk) or you may phone 0300 678 0015. Information on the call charges that apply is available at <https://www.gov.uk/call-charges>.

### **Professional Indemnity Insurance**

Irwin Insolvency's / G Irwin & Co Professional Indemnity Insurance is primarily provided by Axis Speciality Europe S.E. c/o PIB Risk Services Limited, Lorcía House, 43 Calthorpe Road, Edgbaston, Birmingham B15 1TS. Geographical cover, worldwide excluding USA and Canada.

### **VAT**

Irwin Insolvency is registered for VAT under registration no. 990 3331 21

30/09/2020

## **Bribery Act 2010 Policy**

Irwin Insolvency is committed to applying the highest standards of ethical conduct and integrity in its business activities. Every employee and individual acting on Irwin Insolvency's behalf is responsible for maintaining our reputation and for conducting company business honestly and professionally.

Irwin Insolvency take a zero-tolerance approach to bribery and corruption and are committed to acting professionally, fairly and with integrity in all our business dealings and relationships wherever we operate.

Irwin Insolvency requires all those who are associated with it to observe the highest standards of impartiality, integrity and objectivity.

Irwin Insolvency prohibits anyone acting on its behalf from:

- bribing another person. A bribe includes the offering, promising or giving of any financial or other type of advantage;
- accepting a bribe. This includes requesting, agreeing to receive or accepting any financial, or another kind of advantage;
- bribing a foreign public official; and
- condoning the offering or acceptance of bribes.

Irwin Insolvency will:

- avoid doing business with others who do not accept our values and who may harm our reputation;
- maintain processes, procedures and records that limit the risk of direct or indirect bribery;
- promote awareness of this policy amongst its staff, those acting on its behalf and entities with which it has any commercial dealings;
- investigate all instances of alleged bribery, and will assist the police, and other authorities when appropriate, in any resultant prosecutions. In addition, disciplinary action will be considered against individual members of staff;
- review this policy regularly and update it when necessary.