

In accordance with
Rule 18.7 of the
Insolvency (England &
Wales) Rules 2016 and
Sections 92A, 104A and
192 of the Insolvency
Act 1986.

LIQ03

Notice of progress report in voluntary winding up



Companies House

THURSDAY



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07/03/2019




COMPANIES HOUSE

#140

1	Company details	
Company number	0 1 7 5 0 5 7 8	→ Filling in this form Please complete in typescript or in bold black capitals.
Company name in full	AA Appointments Limited	
2	Liquidator's name	
Full forename(s)	Alan	
Surname	Fallows	
3	Liquidator's address	
Building name/number	1 City Road East	
Street	Manchester	
Post town	M15 4PN	
County/Region		
Postcode		
Country		
4	Liquidator's name ●	
Full forename(s)	Peter James	● Other liquidator Use this section to tell us about another liquidator.
Surname	Anderson	
5	Liquidator's address ●	
Building name/number	1 City Road East	● Other liquidator Use this section to tell us about another liquidator.
Street	Manchester	
Post town	M15 4PN	
County/Region		
Postcode		
Country		

LIQ03

Notice of progress report in voluntary winding up

6	Period of progress report																	
From date	<table border="1"><tr><td>^d</td><td>^d</td><td>^m</td><td>^m</td><td>^y</td><td>^y</td><td>^y</td><td>^y</td></tr><tr><td>1</td><td>1</td><td>0</td><td>3</td><td>2</td><td>0</td><td>1</td><td>7</td></tr></table>	^d	^d	^m	^m	^y	^y	^y	^y	1	1	0	3	2	0	1	7	
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7	Progress report																	
	<input checked="" type="checkbox"/> The progress report is attached																	
8	Sign and date																	
Liquidator's signature	<table border="1"><tr><td>Signature</td><td></td></tr><tr><td>X</td><td></td></tr></table>	Signature		X		X												
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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	Karen Croston
Company name	Kay Johnson Gee Corporate Recovery Limited
Address	1 City Road East Manchester
Post town	
County/Region	
Postcode	M 1 5 4 P N
Country	
DX	
Telephone	0161 832 6221



Checklist

We may return forms completed incorrectly or with information missing.

Please make sure you have remembered the following:

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



Important information

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



Where to send

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

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



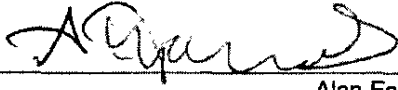
Further information

For further information please see the guidance notes on the website at www.gov.uk/companieshouse or email enquiries@companieshouse.gov.uk

This form is available in an alternative format. Please visit the forms page on the website at www.gov.uk/companieshouse

**AA Appointments Limited
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments**

Statement of Affairs £		From 11/03/2017 To 10/03/2018 £	From 11/11/2014 To 10/03/2018 £
	HIRE PURCHASE		
5,945.00	Encumbered IT Equipment	NIL	5,767.50
(2,145.00)	Lombard Asset Finance	NIL	(2,235.34)
		NIL	3,532.16
	ASSET REALISATIONS		
NIL	Land and Buildings	NIL	NIL
2,300.00	Plant & Machinery	NIL	NIL
200.00	Office Equipment	NIL	NIL
7,025.00	Book Debts	2,280.00	6,972.43
NIL	Intercompany Loan	NIL	NIL
44,022.26	Cash at Bank	NIL	44,022.16
	Bank Interest Gross	0.36	27.57
	Rates Refund	NIL	52.39
		2,280.36	51,074.55
	COST OF REALISATIONS		
	Office Holder's Pre Appointment Fees	NIL	10,000.00
	Office Holder's Fees	4,500.00	37,156.67
	Agents/Valuers Fees	NIL	5,275.00
	Books and Records postage	NIL	284.64
		(4,500.00)	(52,716.31)
	PREFERENTIAL CREDITORS		
(3,659.95)	BIS Preferential Claim	NIL	NIL
(964.13)	Employees' Preferential Claims	NIL	NIL
		NIL	NIL
	UNSECURED CREDITORS		
(18,860.02)	Trade & Expense Creditors	NIL	NIL
(2,850.34)	Employees' Non-Preferential Claims	NIL	NIL
(25,523.61)	BIS Non-Preferential Claim	NIL	NIL
(220,250.00)	Shareholder Loan	NIL	NIL
(5,336.08)	HM Revenue & Customs (PAYE/NIC)	NIL	NIL
(15,238.04)	HM Revenue & Customs (VAT)	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(100.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(235,434.91)		(2,219.64)	1,890.40
	REPRESENTED BY		
	VAT Receivable		900.00
	Bank 1 Current		990.40
			1,890.40


 Alan Fallows
 Joint Liquidator

Joint Liquidators' Annual Progress Report to Creditors & Members

**AA Appointments Limited
- In Liquidation**

10 March 2018

AA APPOINTMENTS LIMITED - IN LIQUIDATION

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- A** Receipts and Payments Account for the Period from 11 March 2017 to 10 March 2018 together with a cumulative Receipts and Payments Account from 11 November 2014 to 10 March 2018
- B** Time Analysis for the Period from the 11 March 2017 to 10 March 2018
- C** Cumulative Time Analysis for the Period from 11 March 2016 to 10 March 2018
- D** Former Liquidators Time Analysis for the Period from 11 November 2014 to 11 March 2016
- E** Additional information in relation to Joint Liquidators' Fees, Expenses & Disbursements

AA APPOINTMENTS LIMITED - IN LIQUIDATION

1 Introduction and Statutory Information

- 1.1 Stephen Allen Clark of Berry & Cooper Limited was appointed Liquidator of AA Appointments Limited ("the Company") on 11 November 2014. Brendan P Hogan replaced him as Liquidator by Order of the Court ("Order") on 19 May 2015.
- 1.2 Alan Fallows and Peter James Anderson of Kay Johnson Gee Corporate Recovery Limited were subsequently appointed as Joint Liquidators by Order of the Court on 11 March 2016. Alan Fallows is licensed to act as an Insolvency Practitioner in the UK by the Insolvency Practitioners Association. Peter James Anderson is licensed to act in the UK as an Insolvency Practitioner by the Institute of Chartered Accountants in England & Wales.
- 1.3 This progress report covers the period from 11 March 2017 to 10 March 2018 (**the Period**) and should be read in conjunction with any previous progress reports which have been issued.
- 1.4 The principal trading address of the Company was The Old Surgery, 1B Cannerby Lane, Norwich, Norfolk, NR7 8NQ.
- 1.5 The registered office of the Company was initially changed to First Floor Lloyds House, 18 Lloyd Street, Manchester, M2 5WA. The registered office of the Company has been changed to Kay Johnson Gee, 1 City Road East, Manchester, M15 4PN and its registered number is 01750578.

2 Progress of the Liquidation

- 2.1 This section of the report provides creditors with an update on the progress made in the liquidation during the Period and an explanation of the work done by the Liquidator and his staff.
- 2.2 At Appendix A is my Receipts and Payments Account for the Period together with a cumulative Receipts and Payments Account for the period from 11 November 2014 to 10 March 2018.

Administration (including statutory compliance & reporting)

Realisation of Assets

Encumbered IT Equipment

- 2.3 The Directors' Estimated Statement of Affairs shows encumbered IT equipment. The equipment was subject to finance with Lombard Asset Finance ('Lombard'). The equipment has been sold and the outstanding liability to Lombard has been satisfied, resulting in a surplus of £3,532.16 which has been received into the liquidation account.

Land & Buildings

- 2.4 The Directors' Estimated Statement of Affairs shows Land & Buildings with a nil estimated to realise value, this was in respect of improvements paid for by the Company to the leased premises. There will not be any realisations from this asset.

Plant and Machinery

- 2.5 The Directors Estimated Statement of Affairs shows plant & machinery with an estimated to realise value of £2,300. As advised by the previous Liquidator, there have been no funds realised in respect of these assets. It is not anticipated that there will be any funds from these assets, however, I have contacted the former agent to request that they review their files in this matter in order to clarify the position. I am currently awaiting their response in this regard.

AA APPOINTMENTS LIMITED - IN LIQUIDATION

Office Equipment

- 2.6 The Directors Estimated Statement of Affairs shows office equipment with an estimated to realise value of £200. As advised by the previous Liquidator, there have been no funds realised in respect of these assets. It is not anticipated that there will be any funds from these assets, however, I have contacted the former agent to request that they review their files in this matter, in order to clarify the position. I am currently awaiting their response in this regard.

Book Debts

- 2.7 The Directors Estimated Statement of Affairs shows book debts with an estimated to realise value of £7,025. To date the sum of £6,972.43 has been received in respect of book debts. I confirm that the collection has now ceased and there will be no further realisations from this asset.

Intercompany Loan

- 2.8 The Directors Estimated Statement of Affairs shows an intercompany loan with a nil estimated to realise value. This was in respect of funds paid to AA Appointments (Jersey) Limited, of which Theresa Dempsey is a shareholder. AA Appointments (Jersey) Limited is insolvent and as such no funds are expected.

Cash at Bank

- 2.9 The Directors Estimated Statement of Affairs shows cash at bank with an estimated to realise value of £44,022.26. The sum of £44,022.16 has been received in respect of cash at bank.

Web Domain

- 2.10 The former Liquidator reported that the web domain addresses and database were sold to a director, Theresa Dempsey on 19 November 2014. I have contacted the former agent to request that they review their files in this matter, in order to clarify the position. I am currently awaiting their response in this regard.

Creditors (claims and distributions)

- 2.11 Further information on the anticipated outcome for creditors in this case can be found at section 3 of this report. The Liquidators are not only required to deal with correspondence and claims from unsecured creditors (which may include retention of title claims), but also those of any secured and preferential creditors of the Company. This may involve separate reporting to any secured creditor and dealing with distributions from asset realisations caught under their security, most typically a debenture.
- 2.12 Claims from preferential creditors typically involve employee claims and payments made on behalf of the Company by the Redundancy Payments Service following dismissal.
- 2.13 The above work will not necessarily bring any financial benefit to creditors generally, however the Liquidators are required by statute to undertake this work. Similarly, if a distribution is to be paid to any class of creditor, work will be required to agree those claims and process the dividend payments to each relevant class of creditor. The more creditors a company has, the more time and cost will be involved by the Liquidators in dealing with those claims.
- 2.14 I consider the following matters worth noting in my report to creditors at this stage:
- There are approximately 18 unsecured creditor claims in this case with a value per the director(s) statement of affairs of £288,059
 - I have received a claim from a preferential creditor totalling £3,659.95

AA APPOINTMENTS LIMITED - IN LIQUIDATION

Investigations

- 2.15 You may recall from my first progress report to creditors that some of the work the Liquidators are required to undertake is to comply with legislation such as the Company Directors' Disqualification Act 1986 (CDDA 1986) and Statement of Insolvency Practice 2 – Investigations by Office Holders in Administration and Insolvent Liquidations and may not necessarily bring any financial benefit to creditors, unless these investigations reveal potential asset recoveries that the Liquidators can pursue for the benefit of creditors.
- 2.16 The former Liquidators report on the conduct of the Directors of the Company to the Department for Business, Energy & Industrial Strategy under the CDDA 1986 was submitted during the first year of the liquidation and is confidential.
- 2.17 Since my last progress report I would advise that no further asset realisations have come to light that may be pursued by me for the benefit of creditors.

Matters still to be dealt with

- 2.18 As detailed above I am awaiting a response from the former agent in order to clarify the position with regards the realisation of the Company's plant and machinery, office equipment and web domain.

3 Creditors

Secured Creditors

- 3.1 The Company has no secured creditors.

Preferential Creditors

- 3.2 A summary of preferential claims is detailed below.

Preferential claim	Agreed Claim £	Statement of Affairs Claim £
Department for Business, Energy & Industrial Strategy (BEIS)	3,659.95	5,116.17

Unsecured Creditors

- 3.3 I have received claims totalling £28,373.95 from 4 creditors. I have yet to receive claims from 12 creditors whose debts total £231,591.18 as per the Company's statement of affairs.
- 3.4 I would confirm that it is anticipated there will be insufficient funds realised after defraying the expenses of the liquidation to pay a dividend to unsecured creditors.

4 Joint Liquidators' Remuneration

- 4.1 Creditors approved that the basis of the Liquidators' remuneration be fixed by reference to the time properly spent by him and his staff in managing the Liquidation.
- 4.2 At the meeting of creditors, Berry & Cooper Limited was authorised to draw £10,000 plus VAT in respect of convening the meetings of members and creditors and providing assistance in the preparation of the Director's Estimated Statement of Affairs. The sum of £10,000 plus VAT has been drawn in respect of the above fee by the former Liquidator.
- 4.3 My time costs for the period from 11 March 2017 to 10 March 2018 are £2,509.08. This represents 9.97 hours at an average rate of £251.76 per hour. Attached at Appendix B is a

AA APPOINTMENTS LIMITED - IN LIQUIDATION

Time Analysis which provides details of the activity costs incurred by staff grade during the Period in respect of the costs fixed by reference to time properly spent by me in managing the liquidation. To date, £37,156.67 plus disbursements of £5,559.64 has been drawn on account.

- 4.4 Attached at Appendix C is a cumulative Time Analysis for the period from 11 March 2016 to 10 March 2018 which provides details of my time costs since my appointment. The cumulative time costs incurred since my appointment are £6,176.48. This represents 22.99 hours at an average rate of £268.71 per hour.
- 4.5 Attached at Appendix D is a Time Analysis for the period 11 November 2014 to 11 March 2016 which provides details of the time costs incurred by the previous Liquidators. The time costs for that period are £31,423.75, which represents 109.6 hours at an average rate of £286.71 per hour.
- 4.6 A copy of 'A Creditors' Guide to Liquidators' Fees' is available on request or can be downloaded from [https://www.r3.org.uk/media/documents/publications/professional/Guide to Liquidators Fees .pdf](https://www.r3.org.uk/media/documents/publications/professional/Guide%20to%20Liquidators%20Fees.pdf)
- 4.7 Attached at Appendix E is additional information in relation to the Liquidators' fees, expenses and disbursements, including where relevant, information on the use of subcontractors and professional advisers.

5 Creditors' Rights

- 5.1 Within 21 days of the receipt of this report, a secured creditor, or an unsecured creditor (with the concurrence of at least 5% in value of the unsecured creditors) may request in writing that the Liquidators provide further information about their remuneration or expenses which have been itemised in this progress report.
- 5.2 Any secured creditor, or an unsecured creditor (with the concurrence of at least 10% in value of the unsecured creditors) may within 8 weeks of receipt of this progress report make an application to court on the grounds that, in all the circumstances, the basis fixed for the Liquidators' remuneration is inappropriate and/or the remuneration charged or the expenses incurred by the Liquidators, as set out in this progress report, are excessive.

6 Next Report

- 6.1 I am required to provide a further report on the progress of the liquidation within two months of the next anniversary of the liquidation, unless I have concluded matters prior to this, in which case I will write to all creditors with my final account.
- 6.2 If you have any queries in relation to the contents of this report, Karen Croston can be contacted by telephone on 0161 212 8406 or by email at karencroston@kjgcr.com.

Yours faithfully



Alan Fallows
Joint Liquidator

AA Appointments Limited
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments

Statement of Affairs £		From 11/03/2017 To 10/03/2018 £	From 11/11/2014 To 10/03/2018 £
	HIRE PURCHASE		
5,945.00	Encumbered IT Equipment	NIL	5,767.50
(2,145.00)	Lombard Asset Finance	NIL	(2,235.34)
		NIL	3,532.16
	ASSET REALISATIONS		
NIL	Land and Buildings	NIL	NIL
2,300.00	Plant & Machinery	NIL	NIL
200.00	Office Equipment	NIL	NIL
7,025.00	Book Debts	2,280.00	6,972.43
NIL	Intercompany Loan	NIL	NIL
44,022.26	Cash at Bank	NIL	44,022.16
	Bank Interest Gross	0.36	27.57
	Rates Refund	NIL	52.39
		2,280.36	51,074.55
	COST OF REALISATIONS		
	Office Holder's Pre Appointment Fees	NIL	10,000.00
	Office Holder's Fees	4,500.00	37,156.67
	Agents/Valuers Fees	NIL	5,275.00
	Books and Records postage	NIL	284.64
		(4,500.00)	(52,716.31)
	PREFERENTIAL CREDITORS		
(3,659.95)	BIS Preferential Claim	NIL	NIL
(964.13)	Employees' Preferential Claims	NIL	NIL
		NIL	NIL
	UNSECURED CREDITORS		
(18,860.02)	Trade & Expense Creditors	NIL	NIL
(2,850.34)	Employees' Non-Preferential Claims	NIL	NIL
(25,523.61)	BIS Non-Preferential Claim	NIL	NIL
(220,250.00)	Shareholder Loan	NIL	NIL
(5,336.08)	HM Revenue & Customs (PAYE/NIC)	NIL	NIL
(15,238.04)	HM Revenue & Customs (VAT)	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(100.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(235,434.91)		(2,219.64)	1,890.40
	REPRESENTED BY		
	VAT Receivable		900.00
	Bank 1 Current		990.40
			1,890.40

Time Entry - SIP9 Time & Cost Summary

AAAP01 - AA Appointments Limited
All Post Appointment Project Codes
From: 11/03/2017 To: 10/03/2018

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Assistant Manager	Senior Administrator	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Admin & Planning	1.90	2.80	0.00	0.00	0.00	1.20	5.90	1,890.50	320.42
Case Specific	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cashiering	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investigation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Realisation of Assets	0.00	0.00	0.00	3.32	0.00	0.50	3.82	556.08	145.72
Statutory Compliance	0.00	0.00	0.00	0.00	0.00	0.25	0.25	62.50	250.00
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Hours	1.90	2.80	0.00	3.32	0.00	1.95	9.97	2,509.08	251.76
Total Fees Claimed									6,950.00
Total Disbursements Claimed									0.00

Time Entry - SIP9 Time & Cost Summary

AAAP01 - AA Appointments Limited
All Post Appointment Project Codes
From: 11/03/2016 To: 10/03/2018

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Assistant Manager	Senior Administrator	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Admin & Planning	7.50	3.30	0.00	0.00	0.00	2.44	13.24	4,391.50	331.68
Case Specific	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cashiering	0.30	0.00	0.00	1.30	0.00	0.00	1.60	323.00	201.88
Creditors	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investigation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Realisation of Assets	0.18	0.00	0.00	4.32	0.00	3.40	7.90	1,398.48	177.24
Statutory Compliance	0.00	0.00	0.00	0.00	0.00	0.25	0.25	62.50	250.00
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Hours	7.98	3.30	0.00	5.62	0.00	6.09	22.99	6,176.48	268.71
Total Fees Claimed									6,990.00
Total Disbursements Claimed									0.00

Time Entry - SIP9 Time & Cost Summary

AAAP01 - AA Appointments Limited
Project Code: POST
From: 11/11/2014 To: 11/03/2016

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Admin & Planning	0.50	3.35	42.50	2.75	50.20	14,998.75	298.86
Case Specific Matters	1.40	0.00	0.00	0.00	1.40	630.00	450.00
Casefileing	0.00	0.00	1.90	4.00	5.90	1,080.50	179.75
Creditors	5.00	0.00	6.70	0.00	11.70	4,228.50	361.24
Investigations	0.00	0.00	18.40	4.00	20.40	5,250.50	257.36
Interviewing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Non Chargeable	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Realisation of Assets	7.00	0.50	8.00	0.00	15.50	5,110.00	378.62
Trading	0.30	0.00	0.50	0.00	0.80	147.50	285.00
Total Hours	11.50	3.85	74.10	17.75	109.80	31,433.75	284.71
Total Fees Claimed						30,205.67	
Total Disbursements Claimed						0.00	

AA APPOINTMENTS LIMITED - IN LIQUIDATION

Appendix E

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

7 Staff Allocation and the Use of Sub-Contractors

- 7.1 The general approach to resourcing our assignments is to allocate staff with the skills and experience to meet the specific requirements of the case.
- 7.2 The constitution of the case team will usually consist of a Partner, a Manager, and an Administrator or Assistant. The exact constitution of the case team will depend on the anticipated size and complexity of the assignment and the experience requirements of the assignment.
- 7.3 On this case we are proposing to use the services of the following sub-contractors

Service (a)	Provider	Basis of fee arrangement	Cost to date
Book debt collection	Dalynn & Co	No win no fee and 15% of realisations	Nil

8 Professional Advisors

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

Name of Professional Advisor	Basis of Fee Arrangement
Landwood Group (valuation and disposal advice)	Fixed Fee

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

Current position of Joint Liquidators' expenses

- 8.3 An analysis of the expenses paid to the date of this report, together with those incurred but not paid at the date of this report is provided below:

	Paid in prior period £	Paid in the period covered by this report £	Incurred but not paid to date £	Total anticipated cost £
Agents' costs	5,275	-	-	uncertain
External storage of books & records	284.64	-	-	500

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

AA APPOINTMENTS LIMITED - IN LIQUIDATION

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

9 Charge-Out Rates

- 9.1 Kay Johnson Gee Corporate Recovery Limited's current charge-out rates effective from 1 November 2016 are detailed below. Please note this firm records its time in minimum units of 6 minutes.

This firm's charge out rates are as follows:

Grade	Rate
Partner	395.00
Senior Manager	330.00
Manager	300.00
Assistant Manager	275.00
Senior Administrator	250.00
Administrator	220.00
Cashier / Insolvency Junior	130.00