

LIQ03

Notice of progress report in voluntary winding up



Companies House

For further information, please
refer to our guidance at
www.gov.uk/companieshouse

1	Company details
Company number	2 0 8 7 5 3 7
Company name in full	Merthyr And Rhondda Cynon Taff Groundwork Trust

→ **Filling in this form**
Please complete in typescript or in
bold black capitals.

2	Liquidator's name
Full forename(s)	Benjamin
Surname	Peterson

3	Liquidator's address
Building name/number	Two Snowhill
Street	Snow Hill Queensway
Post town	Birmingham
County/Region	
Postcode	B 4 6 G A
Country	

4	Liquidator's name ①
Full forename(s)	Simon
Surname	Girling


① **Other liquidator**
Use this section to tell us about
another liquidator.

5	Liquidator's address ②
Building name/number	Bridgewater House
Street	Counterslip
Post town	Bristol
County/Region	
Postcode	B S 1 6 B X
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	^d	2	^d	1	^m	0	^m	4	^y	2	^y	0	^y	2	^y	1	
To date	^d	2	^d	0	^m	0	^m	4	^y	2	^y	0	^y	2	^y	2	
7	Progress report																
<input checked="" type="checkbox"/> The progress report is attached																	
8	Sign and date																
Liquidator's signature	Signature X  X																
Signature date	^d	3	^d	1	^m	0	^m	5	^y	2	^y	0	^y	2	^y	2	

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 **Simon Girling**

Company name **BDO LLP**

Address **5 Temple Square**

Temple Street

Post town **Liverpool**

County/Region

Postcode **L 2 5 R H**

Country

DX

Telephone **+44 (0) 1512 374 500**



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

Merthyr And Rhondda Cynon Taff Groundwork Trust
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments

Statement of Affairs £	From 21/04/2021 To 20/04/2022 £	From 21/04/2015 To 20/04/2022 £
ASSET REALISATIONS		
VAT Refund	NIL	9,118.57
Transfer from Administration	NIL	313,781.12
Bank Interest Gross	4.04	722.19
Bank Interest Net of Tax	NIL	135.15
Licence to Occupy	NIL	300.00
	<u>4.04</u>	<u>324,057.03</u>
COST OF REALISATIONS		
Water Rates	NIL	2,083.33
Administrators Fees	NIL	100,000.00
Joint Liquidators' Fees & Disbursement	20,000.00	47,320.00
Agents' Fees & Disbs	NIL	8,837.70
Legal Fees	NIL	10,430.00
VAT Irrecoverable	NIL	536.67
ERA Corporate Services Ltd	600.00	600.00
Stationery & Postage	NIL	748.95
Electricity	NIL	8,625.78
Storage Costs	1,614.60	11,004.85
Statutory Advertising	NIL	153.44
Rates	NIL	2.38
Other Property Expenses	NIL	1,015.00
Insurance of Assets	NIL	37,612.46
Bank Charges	NIL	24.70
DTI Unclaimed Dividends	NIL	(52.66)
	<u>(22,214.60)</u>	<u>(228,942.60)</u>
PREFERENTIAL CREDITORS		
Preferential E.P.A.	NIL	25,262.73
Preferential Wages	NIL	9,219.06
	<u>NIL</u>	<u>(34,481.79)</u>
	<u>(22,210.56)</u>	<u>60,632.64</u>
REPRESENTED BY		
Vat Input		49,518.82
Bank 2 Current		49,024.70
Trade Creditors		7,592.22
Vat Output		(60.00)
Vat Control Account		(45,443.10)
		<u>60,632.64</u>

Note:

Statement of Affairs values are not included in the R&P as they were recorded in the previous Administration.

On 9 December 2015, a distribution to Preferential Creditors of 100p in the £, totalling £34,481.79 was made.



Merthyr And Rhondda Cynon Taff Groundwork Trust In Creditors' Voluntary Liquidation

Joint Liquidators' progress report from
21 April 2021 to 20 April 2022

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GLOSSARY OF TERMS

Abbreviation or term	Meaning
'Act'	Insolvency Act 1986
'BDO'	BDO LLP
'ERA'	ERA Corporate Services Limited
'HMRC'	HM Revenue & Customs
'Joint Liquidators' or 'we'	Benjamin Peterson and Simon Girling
'net property'	Floating charge realisations after costs and payment of preferential and secondary preferential creditors in full
'NOID'	Notice of Intended Dividend
'Period'	21 April 2021 to 20 April 2022
'preferential creditors'	Claims for unpaid wages earned in the four months prior to Liquidation up to £800, holiday pay and unpaid pension contributions in certain circumstances
'Prescribed Part'	Where a company has granted a floating charge after 15 September 2003, under Section 176A of the Act a proportion of the net property available to a QFCH is set aside for the unsecured creditors of that company
'QFCH'	Qualifying Floating Charge Holder
'Report'	Prepared in accordance with Rules 18.3 and 18.7 of the Rules
'Rules'	Insolvency (England and Wales) Rules 2016
'secured creditors'	Creditors whose debt is secured, in accordance with Section 248 of the Act
'the Company'	Merthyr And Rhondda Cynon Taff Groundwork Trust
'unsecured creditors'	Creditors who are neither secured nor preferential

KEY INFORMATION

Background

The Company was placed into Creditors' Voluntary Liquidation on 21 April 2015, having previously been in Administration. The Joint Liquidators are Benjamin Peterson and Simon Girling.

Purpose of the Report

This is the annual Report for the period from 21 April 2021 to 20 April 2022.

The main purpose of the Report is to provide you with an update on the progress of the Liquidation during the Period.

The Report can be reviewed in conjunction with all other reports regarding this Liquidation and the preceding Administration, on the brportal.bdo.co.uk portal.

Return to creditors

The table below summarises the anticipated outcome for creditors, based on our current understanding of the case. Please note these figures may be subject to change.

Class of creditor	Current estimate	Previous estimate
Secured creditors	N/A	N/A
Preferential creditors	Paid in full	Paid in full
Secondary preferential creditors	N/A	N/A
1. Unsecured creditors ¹	Circa 2.5p in the £	Uncertain

1. Based on current information, the dividend is estimated to be in the region of 2.5p in the £. This may however change once we have completed our adjudication of the unsecured creditors. Further information is provided later in this report.

What you need to do

If you haven't already provided the Joint Liquidators with details of your claim, please do so at your earliest possible convenience, using the proof of debt form at Appendix F.

If you have any queries regarding your claim or require any assistance completing the form, please contact Vicki Noonan on +44 (0)151 237 4422.

Creditors' rights

An overview of the rights of creditors are detailed in Appendix B.

Contact details

Contact: Vicki Noonan
 Business Restructuring, BDO LLP, 5 Temple Square, Temple Street, Liverpool, L2 5RH
 Tel: +44 (0)151 237 4422
 Email: BRCMTMidlandsandBristol@bdo.co.uk
 Reference: 00253091

PROGRESS IN THE PERIOD

Asset realisations

The receipts and payments account attached at Appendix C details the asset realisations during the Period. A summary of the receipts in the Period are as follows:

Bank Interest Gross

The only realisation made in the Period is bank interest of £4.

Distributions to creditors

Secured creditors

There are no known secured creditors in this Liquidation.

Preferential creditors

On 9 December 2015, a first and final dividend of 100p in the £ was paid to preferential creditors with claims totalling £34,482.

Prescribed Part

At the date of appointment, the Company had no outstanding floating charge security granted after 15 September 2003. The Prescribed Part provisions do not therefore apply in this Liquidation.

Unsecured creditors

As referred above, there are sufficient funds available to pay a small first and final dividend to the Company's unsecured creditors.

We have completed our review of the unsecured creditor claims submitted in the Liquidation and preceding Administration.

However, in accordance with the Rules, we will shortly issue a NOID inviting any creditors, who are listed as a creditor in the Company's records but who have not submitted a claim, to complete and return a proof of debt together with supporting documentation within a relevant date specified in the NOID.

On expiration of the relevant date, we have two months to adjudicate any additional claims received, calculate the dividend and declare the dividend.

Please note, any claims submitted after the relevant date specified in the NOID will be excluded from the dividend calculation and distribution.

Please also note, we cannot issue the NOID and proceed to pay a first and final dividend until we have obtained tax clearance from HMRC (see further comments below). We are, however, hopeful that the dividend will be paid within the next six to nine months.

Other matters

We are currently in the process of preparing the Company's final corporation tax computation and return. Once completed, this will be submitted to HMRC with a covering letter requesting HMRC provide tax clearance for the closure of the Liquidation (this is standard practice prior to closing a Liquidation).

Subject to the above, we have dealt with all statutory matters required by legislation and administrative work incidental to our duties as Joint Liquidators in this Liquidation.

Joint Liquidators' remuneration

During the Period, time costs of £36,559. This represents c155 hours at an average rate of c£236 per hour.

The Joint Liquidators have drawn remuneration of £20,000 in the Period, as shown on the enclosed receipts and payments account at Appendix C.

A detailed report of the time incurred by the Joint Liquidators and a narrative of the work done during the Period is attached in Appendix D.

Joint Liquidators' expenses

Expenses paid during the Period are detailed in the receipts and payments account at Appendix C.

A breakdown of expenses incurred is set out in Appendix E.

FUTURE ACTIONS

The following matters will be undertaken before the Joint Liquidators can close the Liquidation:

- Submission of the Company's final corporation tax computation and return to HMRC.
 - Tax clearance from HMRC to close Liquidation.
 - Issuing the NOID to creditors who have not submitted a claim in the Liquidation.
 - Calculating and paying a first and final dividend to unsecured creditors.
 - Allowing sufficient time for dividend payments to clear (six months for cheque payments) and liaising with creditor regarding unclaimed dividend if necessary.
 - Preparing final report to close the Liquidation and issuing to creditors via the creditor portal and filing relevant documents at Companies House.
-

APPENDIX A

STATUTORY INFORMATION

Information

Company name	Merthyr And Rhondda Cynon Taff Groundwork Trust
Company registration number	2087537
Registered office	C/o BDO LLP, 5 Temple Square, Temple Street, Liverpool, L2 5RH
Date of appointment	21 April 2015
Joint Liquidators	Benjamin Peterson appointed on 7 May 2021 Simon Girling appointed on 21 April 2015
	<i>Under the provisions of section 231 of the Act, the Joint Liquidators carry out their functions jointly and severally meaning any action can be done by one Liquidator or by both of them.</i>
Joint Liquidators' address	BDO LLP, Two Snowhill, Birmingham, B4 6GA
Data Control and GDPR	Benjamin Peterson is authorised to act as an Insolvency Practitioner by the Institute of Chartered Accountants in England and Wales in the UK. Simon Girling is authorised to act as an Insolvency Practitioner by the Insolvency Practitioners Association in the UK. The Joint Liquidators are Data Controllers as defined by the General Data Protection Regulations. BDO LLP will act as Data Processor on the instruction of the Data Controllers. Personal data will be kept secure and processed only for matters relating to the Liquidation of Merthyr And Rhondda Cynon Taff Groundwork Trust. Please see the privacy statement at https://www.bdo.co.uk/en-gb/privacy-notice/insolvencies

APPENDIX B

CREDITORS' RIGHTS

Within 21 days of receipt of the Report (1) a secured creditor, (2) an unsecured creditor with the concurrence of at least 5% in value (including the creditor in question) of the unsecured creditors; or (3) any unsecured creditor with the permission of court, may request in writing that the Joint Liquidators provide further information about their remuneration or expenses which are itemised in the Report.

Within 14 days of receipt of the request, the Joint Liquidators must provide all the information asked for, unless they think that:

- the time or cost in preparing the information would be excessive, or
- disclosure of the information would be prejudicial to the conduct of the Liquidation or might reasonably be expected to lead to violence against any person, or
- the Joint Liquidators are subject to confidentiality obligations in respect of the information.

The Joint Liquidators must give reasons for not providing all the requested information.

Any secured creditor or an unsecured creditor with the concurrence of at least 10% in value of the unsecured creditors may, within eight weeks of receipt of the Report, make an application to court that the basis fixed for the Joint Liquidators' remuneration, the remuneration charged, or the expenses incurred by the Joint Liquidators, as set out in the Report, are excessive.

Copies of BDO's charging and expenses policy, 'A Creditors' Guide to Liquidators' Fees' and information on the rights, duties and functions of a liquidation committee are available at <https://www.bdo.co.uk/en-gb/insights/advisory/business-restructuring/creditors-guides>.

The Insolvency Service has established a central gateway for considering complaints in respect of Insolvency Practitioners. In the event that you make a complaint to us but are not satisfied with the response, then you should visit <https://www.gov.uk/complain-about-insolvency-practitioner> where you will find further information on how you may pursue the complaint.

The Joint Liquidators are bound by the Insolvency Code of Ethics when carrying out all professional work relating to this Liquidation. A copy of the code can be found at <https://www.icaew.com/technical/ethics/icaew-code-of-ethics/icaew-code-of-ethics>.

APPENDIX C

RECEIPTS AND PAYMENTS ACCOUNT

Merthyr And Rhondda Cynon Taff Groundwork Trust
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments

Statement of Affairs £	From 21/04/2021 To 20/04/2022 £	From 21/04/2015 To 20/04/2022 £
ASSET REALISATIONS		
VAT Refund	NIL	9,118.57
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Bank Interest Net of Tax	NIL	135.15
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	<u>4.04</u>	<u>324,057.03</u>
COST OF REALISATIONS		
Water Rates	NIL	2,083.33
Administrators Fees	NIL	100,000.00
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Agents' Fees & Disbs	NIL	8,837.70
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VAT Irrecoverable	NIL	536.67
ERA Corporate Services Ltd	600.00	600.00
Stationery & Postage	NIL	748.95
Electricity	NIL	8,625.78
Storage Costs	1,614.60	11,004.85
Statutory Advertising	NIL	153.44
Rates	NIL	2.38
Other Property Expenses	NIL	1,015.00
Insurance of Assets	NIL	37,612.46
Bank Charges	NIL	24.70
DTI Unclaimed Dividends	NIL	(52.66)
	<u>(22,214.60)</u>	<u>(228,942.60)</u>
PREFERENTIAL CREDITORS		
Preferential E.P.A.	NIL	25,262.73
Preferential Wages	NIL	9,219.06
	<u>NIL</u>	<u>(34,481.79)</u>
	<u>(22,210.56)</u>	<u>60,632.64</u>
REPRESENTED BY		
Vat Input		49,518.82
Bank 2 Current		49,024.70
Trade Creditors		7,592.22
Vat Output		(60.00)
Vat Control Account		(45,443.10)
		<u>60,632.64</u>

Note:

Statement of Affairs values are not included in the R&P as they were recorded in the previous Administration.

On 9 December 2015, a distribution to Preferential Creditors of 100p in the £, totalling £34,481.79 was made.

APPENDIX D

JOINT LIQUIDATORS' REMUNERATION

The Joint Liquidators' remuneration has been approved on a time costs basis by the Company's creditors.

Time costs of £36,559 have been incurred during the Period and a breakdown is detailed below, together with details of the work undertaken in the Period.

Activity	Partner	Director	Senior manager	Manager	Senior executive	Executive	Total hours	Time costs £	Av. Rate £
Planning and strategy		1.40		4.30			5.70	2,005.90	351.91
General administration		6.75	1.40	18.25	18.45	16.90	61.75	13,731.50	222.37
Employee matters				1.70			1.70	407.80	239.88
Creditors' claims		2.10		18.35	20.55	7.00	48.00	9,809.25	204.36
Reporting		0.70		3.20	5.20		9.10	1,831.15	201.23
Distribution and closure		6.80		21.60	0.20		28.60	8,773.60	306.77
TOTAL		17.75	1.40	67.40	44.40	23.90	154.85	36,559.20	236.09

Details of the work undertaken in the Period is detailed below.

Planning and strategy

- Monitoring and updating current financial position for dividend purposes.
- Completing six-month file reviews in accordance with BDO policies.

General administration

- Ongoing maintenance and reconciliation of the Liquidation bank account and other cashiering functions.
- Reviewing corporation tax position, preparing and filing corporation tax computations and returns for the previous tax periods and calculating tax liabilities as part of closure planning.
- Preparing the Company's final corporation tax computation and return and covering letter to HMRC seeking clearance to close the Liquidation.
- Completing and filing VAT returns in the Period.
- Updating our checklist and diary lines to ensure all statutory matters have been completed in accordance with the Rules and BDO policies.

Employee matters

- Engaging ERA to assist in reviewing the former employees' unsecured claims.

Creditors' claims

- Reviewing unsecured creditor claims and supporting documentation filed in both the Liquidation and preceding Administration.
- Engaging and liaising with ERA as regards to reviewing/agreeing letters to the Company's former employees' to agree their unsecured claims.

Reporting

- Preparation the Joint Liquidators annual progress report and appendices.
- Uploading the annual progress report to the creditor portal and filing at Companies House pursuant to the Rules.

Distribution and closure

- Requesting further information where necessary as part of adjudication of unsecured creditor claims.
- Rejecting unsecured creditor claims where appropriate.
- Preparing and sending chaser letter to creditors who have not submitted a claim in the Administration/Liquidation ahead of issuing the NOID.
- Updating/monitoring unsecured creditor claims schedule and preparing the NOID letter (to be issued once HMRC have provided tax clearance).
- Drafting the statutory advertisement to London Gazette advertising final claims for dividend purposes in accordance with the Rules (to be issued once HMRC have provided tax clearance).
- Updating closure checklist and taking steps to close Liquidation.

The current charge out rates per hour of staff within the firm who may be involved in working on the Liquidation are as follows:

Grade	£
Partner	526-627
Director	351-702
Senior Manager	292-585
Manager	160-427
Senior Executive	128-298
Executive	78-157
BDO Tax department (max)	1097

Cumulative time incurred

Total time costs £120,832 have been incurred over the course of the Liquidation to 20 April 2022 as detailed below.

Activity	Hours	Average rate £	Time costs £
Steps on appointment	0.40	230.00	92.00
Planning and strategy	16.60	346.40	5,750.30
General administration	347.50	178.92	62,175.60
Asset realisation/dealing	5.95	223.10	1,327.45

Trading related matters	0.15	484.00	72.60
Employee matters	18.60	177.13	3,294.55
Creditors' claims	133.35	214.14	28,555.55
Reporting	47.00	171.56	8,063.50
Distribution and closure	38.50	298.70	11,500.10
TOTAL	608.05	198.72	120,831.65

To date, the Joint Liquidators have drawn remuneration of £47,000 on account of their time costs, as approved by the Company's creditors at a meeting held on 13 January 2013 (ie in the preceding Administration), pursuant to Rule 4.127(5A) of the Insolvency Act 2010.

In addition to the above, disbursements totalling £320 have been repaid to BDO. This relates to statutory insurance premiums paid by BDO on behalf of the Company.

Joint Liquidators fees and disbursements therefore total £47,320.

APPENDIX E

JOINT LIQUIDATORS' EXPENSES

The Joint Liquidators' expenses incurred and paid are detailed below, together with a short narrative regarding the expenses paid in the Period.

	Incurring in Period 21/04/2021 to 20/04/2022 £	Total Incurred 21/04/2015 to 20/04/2022 £	Total Paid 21/04/2015 to 20/04/2022
Category 1			
Water Rates	-	2,083.33	2,083.33
Agents' Fees & Disbs		8,837.70	8,837.70
Legal Fees	-	10,430.00	10,430.00
VAT Irrecoverable	-	536.67	536.67
1. ERA Corporate Services Ltd	600.00	600.00	600.00
Stationery & Postage	-	748.95	748.95
Electricity	-	8,625.78	8,625.78
2.Storage Costs	1,614.60	11,004.85	11,004.85
3. Storage Costs (unpaid)	-	447.12	-
Utility Costs	-	7,071.78	7,071.78
Statutory Advertising	-	153.44	153.44
Rates	-	2.38	2.38
Other Property Expenses	-	1,015.00	1,015.00
Insurance of Assets	-	37,612.46	37,612.46
Bank Charges	-	24.70	24.70

Category 2

N/A - No category 2 expenses have been incurred in the Liquidation.

1. ERA were engaged to assist with reviewing and adjudicating former employees' unsecured claims. ERA have been paid £600 in the Period in respect of their costs.

ERA were selected due to knowledge and expertise as regards to reviewing and adjudicating employee claims.

2. Third party storage costs totalling £1,615 have been incurred and paid in the Period. Ongoing costs will continue to accrue until the Liquidation has been closed. The Company's books and records will be confidentially destroyed 12 months after the Company has been dissolved.
3. This represents costs incurred and paid by BDO on behalf of the Company in previous Periods. This will be repaid to BDO as an expense of the Liquidation prior to the closure of the case.

APPENDIX F

PROOF OF DEBT FORM

PROOF OF DEBT FORM

Merthyr And Rhondda Cynon Taff Groundwork Trust - In Creditors' Voluntary Liquidation ('the Company')

Company registration number: 2087537

Relevant date: 06 November 2013

Name of Creditor

(If a company please also give company registration number and where registered)

Address of Creditor

including email address for correspondence

Total amount of claim, including any Value Added Tax and outstanding uncapitalised interest as at the relevant date. £

Note: Any trade or other discounts (except discount for immediate or early settlement) which would have been available to the Company but for the insolvency proceedings should be deducted from the above claim where relevant. Where any payment is made in relation to the claim or set-off applied after the relevant date, this should be deducted.

If amount in 3 above includes outstanding uncapitalised interest please state amount. £

Particulars of how and when debt incurred

(If you need more space append a continuation sheet to this form).

Particulars of any security held, the value of the security, and the date it was given.

Particulars of any reservation of title claimed in respect of goods supplied to which the claim relates.

Details of attached documents by reference to which the debt can be substantiated.

Signature of creditor

or person authorised to act on his behalf

Name (BLOCK CAPITALS)

Dated

Position with or in relation to creditor

Address of person signing

(if different from 2 above)

Please complete and return this form to Vicki Noonan, Business Restructuring, BDO LLP, 5 Temple Square, Temple Street, Liverpool, L2 5RH or by email to BRCMTMidlandsandBristol@bdo.co.uk.

