

LIQ14

Notice of final account prior to dissolution in CVL



Companies House

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11/03/2022

#19

COMPANIES HOUSE

1 Company details

Company number 0 2 8 9 1 0 6 0

Company name in full Collective Investments Limited

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

2 Liquidator's name

Full forename(s) Julie

Surname Palmer

3 Liquidator's address

Building name/number Units 1-3 Hilltop Business Park

Street Devizes Road

Post town Salisbury

County/Region Wiltshire

Postcode S P 3 4 U F

Country

4 Liquidator's name ①

Full forename(s) Andrew

Surname Hook

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

5 Liquidator's address ②

Building name/number Units 1-3 Hilltop Business Park

Street Devizes Road

Post town Salisbury

County/Region Wiltshire

Postcode S P 3 4 U F

Country

② Other liquidator
Use this section to tell us about
another liquidator.

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6

Liquidator's release

☐ Tick if one or more creditors objected to liquidator's release.

7

Final account

☒ I attach a copy of the final account.

8

Sign and date

Liquidator's signature

Signature

X



X

Signature date

^d1

^d0

^m0

^m3

^y2

^y0




^y2

^y2

LIQ14

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 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	Sally Richards
Company name	Begbies Traynor (Central) LLP
Address	Units 1-3 Hilltop Business Park
	Devizes Road
Post town	Salisbury
County/Region	Wiltshire
Postcode	S P 3 4 U F
Country	
DX	salisbury@btguk.com
Telephone	01722 435190
 Checklist	
We may return forms completed incorrectly or with information missing.	
Please make sure you have remembered the following:	
<input type="checkbox"/> The company name and number match the information held on the public Register.	
<input type="checkbox"/> You have attached the required documents.	
<input type="checkbox"/> 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	



Collective Investments Limited (In Creditors' Voluntary Liquidation)

Final report and account of the liquidation

Period: 2 February 2021 to 11 January 2022

Important Notice

This report has been produced solely to comply with our statutory duty to report to creditors and members of the Company pursuant to Section 106 of the Insolvency Act 1986. This report is private and confidential and may not be relied upon, referred to, reproduced or quoted from, in whole or in part, by creditors and members for any purpose other than this report to them, or by any other person for any purpose whatsoever.

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1. INTERPRETATION

<u>Expression</u>	<u>Meaning</u>
"the Company"	Collective Investments Limited (In Creditors' Voluntary Liquidation)
"the liquidation"	The appointment of liquidators on 2 February 2021.
"the liquidators", "we", "our" and "us"	Julie Anne Palmer of Begbies Traynor (Central) LLP, Units 1-3 Hilltop Business Park, Devizes Road, Salisbury, Wiltshire, SP3 4UF and Andrew Hook of Begbies Traynor (Central) LLP, Units 1-3 Hilltop Business Park, Devizes Road, Salisbury, Wiltshire, SP3 4UF
"the Act"	The Insolvency Act 1986 (as amended)
"the Rules"	The Insolvency (England & Wales) Rules 2016
"secured creditor" and "unsecured creditor"	Secured creditor, in relation to a company, means a creditor of the company who holds in respect of his debt a security over property of the company, and "unsecured creditor" is to be read accordingly (Section 248(1)(a) of the Act)
"security"	(i) In relation to England and Wales, any mortgage, charge, lien or other security (Section 248(1)(b)(i) of the Act); and (ii) In relation to Scotland, any security (whether heritable or moveable), any floating charge and any right of lien or preference and any right of retention (other than a right of compensation or set off) (Section 248(1)(b)(ii) of the Act)
"preferential creditor"	Any creditor of the Company whose claim is preferential within Sections 386, 387 and Schedule 6 to the Act

2. COMPANY INFORMATION

Trading name:	Collective Investments
Company registered number:	02891060
Company registered office:	Units 1 to 3 Hilltop Business Park, Devizes Road, Salisbury, Wiltshire, SP3 4UF
Former trading address:	Brooklands Farm, Pepperbox Lane, Bramley, Guildford, GU5 0LW

3. DETAILS OF APPOINTMENT OF LIQUIDATORS

Date winding up commenced:	2 February 2021
Date of liquidators' appointment:	2 February 2021 – J A Palmer and M Piacquadio 1 April 2021 – A Hook
Changes in liquidator (if any):	Andrew Hook replaced Marco Piacquadio as joint liquidator on 1 April 2021 by way of Court Order

4. PROGRESS SINCE APPOINTMENT

This is our final report and account of the liquidation

Receipts and Payments

Attached at Appendix 1 is our abstract of receipts and payments for the period from 2 February 2021 to 11 January 2022.

Cash at bank in the sum of £2,110.63 has been received and the company's bank account closed. The company had no other tangible assets.

A settlement was reached whereby the director has paid £4,800 in respect of transfer of shares from company to himself.

We have paid the agreed pre-appointment Statement of Affairs fee in the sum of £4,000 + VAT.

We have paid Liquidators' fee and expenses in the sum of £2,681.73 and £228.90 respectively. Please see Section 6 below for further information on remuneration.

All matters have now been finalised.

What work has been done in the period of this report, why was that work necessary and what has been the financial benefit (if any) to creditors?

Details of the types of work that generally fall into the headings mentioned below are available on our firm's website - <http://www.begbies-traynorgroup.com/work-details> Under the following headings we have explained the specific work that has been undertaken on this case. Not every piece of work has been described, but we have sought to give a proportionate overview which provides sufficient detail to allow creditors to understand what has been done, why it was necessary and what financial benefit (if any) the work has provided to creditors.

The costs incurred in relation to each heading are set out in the Time Costs Analysis which is attached at Appendix 2.

General case administration and planning

Dealing with general filing, calls and emails
AML and ethics checks and documentation
Opening and Maintaining case files and electronic records
Liaising with director
Case planning and strategy

Compliance with the Insolvency Act, Rules and best practice

Statutory advertising
Statutory notifications to Companies House and creditors providing details of our appointment
Calculating required bond and conducting bond reviews
Opening and maintaining liquidators' bank account
Preparing all statutory reports and returns including final reporting

The majority of the above work derived no financial benefit for creditors. However, the Insolvency Profession is a highly regulated industry and we are required to maintain records to demonstrate how the case was administered and to document the reasons for any decisions that materially affect the case.

Investigations

Reviewing the company's bank statements and listing any connected party transactions
Reviewing the financial statements in relation to any unlawful dividends or outstanding loan accounts
Reporting on the director's conduct to the Department of Business, Energy and Industrial Strategy
Requesting company records held electronically and

Preparing investigation file notes and updating strategy re outcome of investigations

We have a statutory duty to investigate the company's affairs and report to the DBEIS. Our investigations did not result in any antecedent transactions to proceed against save for payment for the shares transferred to the director personally in the sum of £4,800. Unfortunately the outcome has no financial benefit for creditors as costs of the liquidation need to be defrayed first.

Realisation of assets

Correspondence with company's bank to enable balance of credit funds to be transferred to liquidation estate

Closure of company bank account

Liaising with director with regard to share transfer

Receiving settlement payment in respect of share transfer

Unfortunately asset realisations were insufficient to benefit creditors.

Dealing with all creditors' claims (including employees), correspondence and distributions

Liaising with creditors via telephone, post and email

Pension matters

Maintaining creditor records and recording claims received

We are required to respond to creditors' queries in a timely manner.

Other matters which includes seeking decisions from creditors (via Deemed Consent Procedure and/or Decision Procedures), tax, litigation, pensions and travel

Notifying HMRC of the liquidation

Submitting relevant HMRC CT and VAT returns

VAT Deregistration

Writing to creditors to seek decision to approve pre and post appointment fee and Category 2 expenses – Resolutions to agree same were made

Completion of final report and account of liquidation

We are required to carry out this work to progress and close the case

5. OUTCOME FOR CREDITORS

Details of the sums owed to each class of the Company's creditors were provided in the director's statement of affairs, in our initial SIP6 report and our Report of 27 August 2021.

Unfortunately, there have been insufficient realisations to enable a distribution to any class of company creditor.

Please accept this Report as Notice of NO Declaration of a Dividend

6. REMUNERATION & EXPENSES

Remuneration

Our remuneration has been fixed by a decision of the creditors by way of correspondence on 22 September 2021 by reference to the time properly given by us (as liquidators) and the various grades of our staff calculated at the prevailing hourly charge out rates of Begbies Traynor (Central) LLP in attending to matters arising in the winding up as set out in the fees estimate dated 27 August 2021 in the sum of £12,134

We are also authorised to draw expenses, including expenses for services provided by our firm and/or entities within the Begbies Traynor group, in accordance with our firm's policy and which is attached at Appendix 2 of this report.

Our time costs for the period from 2 February 2021 to 11 January 2022 amount to £7,467.50 which represents 34.7 hours at an average rate of £215.20 per hour.

The following further information in relation to our time costs and expenses is set out at Appendix 2:

- ☐ Time Costs Analysis for the period 2 February 2021 to 11 January 2022
- ☐ Begbies Traynor (Central) LLP's charging policy

Time Costs Analysis

The Time Costs Analysis for the period of this report attached at Appendix 2 shows the time spent by each grade of staff on the different types of work involved in the case, and gives the total costs and average hourly rate charged for each work type.

To 11 January 2022, we have drawn the total sum of £2,681.73 on account of our remuneration, against total time costs of £7,467.50 incurred since the date of our appointment.

What was the anticipated payment for administering the case in full and did the joint liquidators receive that payment?

We estimated that the cost of administering the case would be in the region of £12k, and subsequently you provided approval for us to draw our remuneration up to that level.

Details of what remuneration has been drawn is detailed above. All additional costs incurred over and above what has been approved are to be written off.

However, please note that should there be additional or unexpected asset realisations, we will look to draw further remuneration from those too, capped at the level that the creditors have approved.

Work undertaken prior to appointment

In addition to the post appointment time costs detailed in the Time Costs Analysis, the costs relating to work undertaken prior to our appointment in assisting with the preparation of the statement of affairs and seeking the decisions of creditors on the nomination of liquidators were approved by the creditors on 2 February 2021.

Category 1 Expenses

To 11 January 2022, we have also drawn expenses in the sum of £228.90 being :

Statutory advertising - £198.90 paid to Courts Advertising Ltd

Statutory bonding - £30 paid to Marsh Ltd

Expenses paid were in line with those estimated at the outset of the case.

Category 2 Expenses

None incurred.

A copy of 'A Creditors' Guide to Liquidators Fees (E&W) 2021' which provides guidance on creditors' rights on how to approve and monitor a Liquidator's remuneration and on how the remuneration is set can be obtained online at www.begbies-traynor.com/creditorsguides Alternatively, if you require a hard copy of the Guide, please contact our office and we will arrange to send you a copy.

7. UNREALISABLE ASSETS

There are no assets that have proved to be unrealisable.

8. OTHER RELEVANT INFORMATION

Investigations and reporting on directors conduct

You may be aware that a liquidator has a duty to enquire into the affairs of an insolvent company to determine its property and liabilities and to identify any actions which could lead to the recovery of funds. In addition, a liquidator is also required to consider the conduct of the Company's directors and to make an appropriate submission to the Department for Business, Energy and Industrial Strategy. We can confirm that we have discharged our duties in these respects.

Connected party transactions

The only known material transaction that has occurred within the previous 12 months is the transfer of the Company's shareholding in CITML Limited to Mark Shaw, the Company's Director. This matter has been settled in full by way of settlement agreement and payment received.

Use of personal information

Please note that although it is our intention to conclude the liquidation, in the course of us continuing to discharge our statutory duties as liquidators, we may need to access and use personal data, being information from which a living person can be identified. Where this is necessary, we are required to comply with data protection legislation. If you are an individual and you would like further information about your rights in relation to our use of your personal data, you can access the same at <https://www.begbies-traynorgroup.com/privacy-notice>. If you require a hard copy of the information, please do not hesitate to contact us.

9. CREDITORS' RIGHTS

Right to request further information

Pursuant to Rule 18.9 of the Rules, 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, including that creditor, (or an unsecured creditor with less than 5% in value of the unsecured creditors, but with the permission of the court) may request in writing that we provide further information about our remuneration or expenses which have been incurred during the period of this progress report.

Right to make an application to court

Pursuant to Rule 18.34 of the Rules, any secured creditor or any unsecured creditor with the concurrence of at least 10% in value of the unsecured creditors including that creditor, (or any unsecured creditors with less than 10% in value of the unsecured creditors, but with the permission of the court) may, within 8 weeks of receipt of this progress report, make an application to court on the grounds that the remuneration charged or the expenses incurred during the period of this progress report are excessive or, the basis fixed for our remuneration is inappropriate.

10. CONCLUSION

This report and account of receipts and payments is our final account of the winding-up, showing how the liquidation has been conducted and details of how the Company's property has been disposed of.

Unless creditors object, by giving notice in writing within 8 weeks of the delivery of the notice of our final account, we will have our release from liability at the same time as vacating office. We will vacate office upon our delivering to the Registrar of Companies our final account.

Should you require further explanation of any matters contained within this report, you should contact our office and speak to the case manager, Anne-Marie Harding, in the first instance who will be pleased to assist.



Julie Anne Palmer
Joint Liquidator

Dated: 11 January 2022

ACCOUNT OF RECEIPTS AND PAYMENTS

Period: 2 February 2021 to 11 January 2022

S of A £		£	£
	ASSET REALISATIONS		
NIL	Plant & Machinery	NIL	
NIL	Shares & Investments	NIL	
2,114.74	Cash at Bank	2,110.63	
	Settlement Agreement	<u>4,800.00</u>	
			6,910.63
	COST OF REALISATIONS		
	Statement of Affairs Fee	4,000.00	
	Liquidators' fee	2,681.73	
	Liquidators' expenses	<u>228.90</u>	
			(6,910.63)
	PREFERENTIAL CREDITORS		
Uncertain	HMRC	NIL	
			NIL
	UNSECURED CREDITORS		
(179,934.00)	Trade Creditors	NIL	
(46,701.94)	Directors	NIL	
(40.00)	Banks/Institutions	NIL	
Uncertain	HMRC Corp Tax	NIL	
(51,424.46)	Connected Company	NIL	
			NIL
	DISTRIBUTIONS		
(2.00)	Ordinary Shareholders	NIL	
			<u>NIL</u>
(275,987.66)			<u>0.00</u>

COSTS AND EXPENSES

- a. Begbies Traynor (Central) LLP's charging policy;
- b. Time Costs Analysis for the period from 2 February 2021 to 11 January 2022

BEGBIES TRAYNOR CHARGING POLICY

INTRODUCTION

This policy applies where a licensed insolvency practitioner in the firm is acting as an office holder of an insolvent estate and seeks creditor approval to draw remuneration on the basis of the time properly spent in dealing with the case. It also applies where further information is to be provided to creditors regarding the office holder's fees following the creditors' decision being made for the office holder to be remunerated on a time cost basis. Best practice guidance* requires that such information should be disclosed to those who are responsible for approving the basis of an office holder's remuneration. Within our fee estimate creditors can see how we propose to be remunerated.

In addition, this policy applies where creditor approval is sought to make a separate charge by way of expenses or disbursements to recover the cost of facilities provided by the firm. It also applies where payments are to be made to parties other than the firm, but in relation to which the office holder, the firm or any associate has an interest. Best practice guidance* indicates that such charges should be disclosed to those who are responsible for approving the basis of the office holder's remuneration, together with an explanation of how those charges are calculated.

OFFICE HOLDER'S FEES IN RESPECT OF THE ADMINISTRATION OF INSOLVENT ESTATES

The office holder has overall responsibility for the administration of the estate. He/she will delegate tasks to members of their staff. Such delegation assists the office holder as it allows him/her to deal with the more complex aspects of the case and ensures that work is being carried out at the appropriate level. There are various levels of staff that are employed by the office holder and these appear below.

The firm operates a time recording system which allows staff working on the case along with the office holder to allocate their time to the case. The time is recorded in 6 minute units at the individual's hourly rate in force at that time which is detailed below.

EXPENSES INCURRED BY OFFICE HOLDERS IN RESPECT OF THE ADMINISTRATION OF INSOLVENT ESTATES

Expenses are payments from the estate which are neither an office holder's remuneration nor a distribution to a creditor or a member. Expenses also include disbursements, which are expenses that are initially paid by the office holder's own firm, but which are subsequently reimbursed from the estate when funds are available.

Best practice guidance classifies expenses into two broad categories:

- *Category 1 expenses (approval not required)* - Specific expenditure that is directly related to the case and referable to an independent external supplier's invoice. All such items are charged to the case as they are incurred.
- *Category 2 expenses (approval required)* - Items of expenditure that are directly related to the case and either:
 - (i) include an element of shared or allocated cost and are based on a reasonable method of calculation, but which are not payable to an independent third party; or
 - (ii) are items of expenditure which are payable to an associate of the office holder and/or their firm.

Shared or allocated costs (pursuant to (i) above)

* Statement of Insolvency Practice 9, (SIP9) – Payments to Insolvency office holders and their associates from an estate

The following expenses include an element of shared or allocated cost and are charged to the case (subject to approval).

- ☐ Internal meeting room usage for the purpose of physical meetings of creditors is charged at the rate of £100 per meeting;
- ☐ Car mileage which is charged at the rate of 45 pence per mile

Payments anticipated to be made to associates (pursuant to (ii) above)

Services provided by other entities within the Begbies Traynor group

The following expenses which relate to services provided by entities within the Begbies Traynor group, of which the office holder's firm is a member, are also to be charged to the case (subject to approval):

For example - Eddisons Commercial Ltd – valuation and disposal of chattel assets

In addition to the services detailed above, it may become necessary to instruct Eddisons Commercial Limited to provide additional services, not currently anticipated, during the course of the case. In such circumstances and to avoid the costs associated with seeking further approval, the charges for such services will be calculated on a time costs basis at the prevailing hourly rates for their various grades of staff which are currently as follows:

Grade of staff	Charge-out rate (£ per hour)
Director	£275
Associate	£180
Surveyor	£120
Graduate	£100
Administration	£80
Porters	£35

Additional payments received by Eddisons Commercial Limited from purchasers where assets are disposed of by way of auction

In addition to the charges of Eddisons Commercial Limited detailed above for providing the services to the office holder, where any machinery and business assets (other than freehold/leasehold property) are disposed of by way of auction, Eddisons Commercial Limited will also receive a payment from the purchaser, known as a buyer's premium, equivalent to 15% of the successful bid. Where any freehold/leasehold property is disposed of by way of auction, Eddisons Commercial Limited will also receive a payment from the purchaser, known as a buyer's administration fee, in the sum of £600. It is standard auction industry practice for a buyer's premium and buyer's administration fee to be charged. The buyer's premium and buyer's administration fee is paid by the purchaser of the assets and is not paid by the office holder from the assets of the estate.

General Office Overheads.

The following items of expenditure will normally be treated as general office overheads and will not be charged to the case although a charge may be made where the precise cost to the case can be determined because the item satisfies the test of a *Category 1 expense*:

- ☐ Telephone and facsimile
- ☐ Printing and photocopying
- ☐ Stationery

* Statement of Insolvency Practice 9, (SIP9) – Payments to Insolvency office holders and their associates from an estate

BEGBIES TRAYNOR CHARGE-OUT RATES

Begbies Traynor is a national firm. The rates charged by the various grades of staff that may work on a case are set nationally, but vary to suit local market conditions. The rates applying to the Salisbury office as at the date of this report are as follows:

Grade of staff	Charge-out rate (£ per hour) 1 January 2022 until further notice
Partner	545
Director	490
Senior Manager	435
Manager	380
Assistant Manager	275
Senior Administrator	240
Administrator	195
Junior Administrator	155
Cashier	155
Secretarial	155

Prior to 31 December 2021, the following rates applied:

Grade of staff	Charge-out rate (£ per hour)
Partner	495
Director	445
Senior Manager	395
Manager	345
Assistant Manager	250
Senior Administrator	225
Administrator	175
Junior Administrator	140
Cashier	140
Secretarial	140

Time spent by support staff such as secretarial, administrative and cashiering staff is charged directly to cases. It is not carried as an overhead.

As detailed above, time is recorded in 6 minute units.

SIP9 Collective Investments Limited - Creditors Voluntary Liquidation - 25CO05F.CVL : Time Costs Analysis From 02/02/2021 To 11/01/2022

Staff Grade		Consultant/Partner	Director	Snr Mngr	Mngr	Asst Mngr	Snr Admin	Admin	Jnr Admin	Support	Total Hours	Time Cost £	Average hourly rate £
General Case Administration and Planning	Case planning							1.5			1.5	262.50	175.00
	Administration				2.8			9.4		0.1	12.3	2,625.00	213.41
	Total for General Case Administration and Planning				2.8			10.9		0.1	13.8	2,887.50	209.24
Compliance with the Insolvency Act, Rules and best practice	Appointment				1.8			5.5			7.3	1,583.50	216.92
	Banking and Bonding							2.0		1.3	3.3	532.00	161.21
	Case Closure												0.00
	Statutory reporting and statement of affairs				0.8			1.2			2.0	486.00	243.00
	Total for Compliance with the Insolvency Act, Rules and best practice:				2.6			6.7		1.3	12.6	2,601.50	206.47
Investigations	CDOA and investigations		0.5		2.3			5.5			8.3	1,978.50	238.37
	Total for Investigations:		0.5		2.3			5.5			8.3	1,978.50	238.37
Realisation of assets	Debt collection												0.00
	Property, business and asset sales												0.00
	Retention of Title/Third party assets												0.00
	Total for Realisation of assets:												0.00
Trading	Trading												0.00
	Total for Trading:												0.00
Dealing with all creditors claims (including employees), correspondence and distributions	Secured												0.00
	Others												0.00
	Creditors committee												0.00
	Total for Dealing with all creditors claims (including employees), correspondence and distributions												0.00
Other matters which includes meetings, tax, litigation, pensions and travel	Seeking decisions of creditors												0.00
	Meetings												0.00
	Other												0.00
	Tax												0.00
	Litigation												0.00
	Total for Other matters:												0.00
	Total hours by staff grade:		0.5		7.7			25.1		1.4	34.7		
	Total time cost by staff grade £:		222.50		2,656.50			4,392.50		198.00		7,467.50	
	Average hourly rate £:	0.00	445.00	0.00	345.00	0.00	0.00	175.00	0.00	140.00			215.20
	Total fees drawn to date £:											2,681.73	