

Section 94

The Insolvency Act 1986

Return of Final Meeting in a  
Members' Voluntary Winding Up  
Pursuant to Section 94 of the  
Insolvency Act 1986

**S94**

For Official Use

To the Registrar of Companies

Company Number

02940803

Name of Company

ACAMBIS (UK) LTD

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

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

give notice that a general meeting of the company was held/summoned for 29 November 2011 pursuant to section 94 of the Insolvency Act 1986, for the purpose of having an account (of which a copy is attached) laid before it showing how the winding up of the company has been conducted, and the property of the company has been disposed of and that ~~the same was done accordingly~~ no quorum was present at the meeting

Signed



Date 29 November 2011

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

For Official Use  
Insolvency Se

SATURDAY



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03/12/2011

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COMPANIES HOUSE

Ref 172/DC/MB/SC/ME

**ACAMBIS (UK) LTD**  
**(In Liquidation)**  
**Joint Liquidators' Abstract of Receipts & Payments**  
**From 31 January 2011 To 29 November 2011**

S of A £		£	£
2 00	ASSET REALISATIONS Book Debts	NIL	NIL
(2 00)	DISTRIBUTIONS Ordinary Shareholders	NIL	NIL
			NIL
	REPRESENTED BY		NIL

Note



Dermot Coakley  
Joint Liquidator

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**Private and Confidential  
ACAMBIS (UK) LIMITED  
In Liquidation**

**ACAMBIS (UK) LIMITED [“the  
Company”]  
In Members’ Voluntary Liquidation**

**Final Progress Report to the Members  
Pursuant to S94 Insolvency Act 1986  
Dated 29 November 2011**

## **1. Report**

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

Attached to this report are the following documents:

- Appendix A – Statutory Information
- Appendix B – Summary of Liquidators' time costs
- Appendix C – MBI Fees and Disbursements Policies
- Appendix D – Notice of Final Meeting of Members

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

I comment further on progress in the liquidation below.

## **2. Summary Receipts and Payments Account**

The Declaration of Solvency affirmed by the Directors at the date that the Company went into liquidation did not anticipate that there would be any realisations in the liquidation.

The Liquidators can report that there were no realisations or payments over the course of the liquidation. Accordingly, no Receipts and Payments account has been prepared.

## **3. Liquidators' Remuneration**

The parent company of Acambis (UK) Ltd has agreed to meet the costs of the Liquidators' fees and disbursement. A summary of the time spent is attached as Appendix B in accordance with Statement of Insolvency Practice 9 (SIP 9), for the information of the Members. Additional information in relation to Office Holders' Fees [Appendix C] setting out this firm's policies on disbursements and current charge out rates is attached.

Total time costs as at 29 November 2011, inclusive of both pre and post appointment costs, are £1,910.00.

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

#### **4 Distribution to Members**

With the only asset available for distribution to the Members being a book debt of £2 it was agreed that this be written off. It therefore follows that no distribution was made to the Members of the Company.

#### **5. Completion and the winding up and Notice of Final Meeting**

The Liquidators are now in a position to conclude the liquidation and cease to act.

Notice of the final Meeting of Members [Appendix D] and a proxy form were sent to all Members. The resolutions to be proposed at the meetings are as follows:

- 1 That the Liquidators' Annual & Final report be approved
- 2 That the Liquidators' release from office be approved

#### **6. Conclusion**

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

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

Please contact me if you require any further information.



Dermot Coakley  
Joint Liquidator  
ACAMBIS (UK) LIMITED In liquidation

**ACAMBIS (UK) LTD**  
**(In Liquidation)**  
**Supplementary Information**

**Registered Office**

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

**Registered Number**

02940803

**Appointment Details**

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

Appointment Date - 31/01/2011

Joint Liquidator - Michael Bowell  
Second Floor, Tunsgate Square  
98-110 High Street  
Guildford

Surrey, GU1 3HE

Appointment Date - 31/01/2011

**Changes to Office Holders**

None

**Additional Information**

**Dividends / Distributions / Consigned Funds**

Dividend Type	Date	Admitted	Paid	p in £
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No Dividends Paid

**Unrealisable Assets**

N/A

**Details of Basis of Remuneration**

Time costs and disbursements properly incurred by the Liquidators and their staff

**ACAMBIS (UK) LTD**  
**(In Liquidation)**  
**Statement of Remuneration / Expenses**  
**For period 31/01/2011 to 29/11/2011**

Account	Incurred In Period	Accrued In Period	Accrued In Period	Total In Period
		For Last Period		
Office Holders Expenses	0 00	0 00	304 19	304 19
	0 00	0 00	304 19	304 19

# Time Entry - SIP9 Time & Cost Summary

172 - ACAMBIS (UK) LTD  
To 29/11/2011

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average H Ra
Admin & Planning	0.40	2.50	7.15	0.00	10.15	1,841.25	1
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	
Creditors	0.10	0.00	0.25	0.00	0.35	68.75	1
Investigations	0.00	0.00	0.00	0.00	0.00	0.00	
Realisation of Assets	0.00	0.00	0.00	0.00	0.00	0.00	
Trading	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Total Hours</b>	<b>0.50</b>	<b>2.50</b>	<b>7.40</b>	<b>0.00</b>	<b>10.50</b>	<b>1,910.00</b>	<b>1</b>
<b>Total Fees Claimed</b>						<b>0.00</b>	
<b>Total Disbursements Claimed</b>						<b>0.00</b>	



## ACAMBIS (UK) LTD IN LIQUIDATION

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

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

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

#### 1 Staff allocation and the use of subcontractors

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

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

#### 2 Professional Advisers

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

Name of Professional Adviser	Basis of Fees
None	

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

#### 3 Disbursements

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

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

Travel - Motor Vehicles are charged at 55p per mile and all other forms of travel are charged at actual cost

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

Photocopying/Facsimiles - 10p per sheet

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

VAT is chargeable on all disbursements at the prevailing rate

#### 4 Charge-out Rates

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

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

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

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

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

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

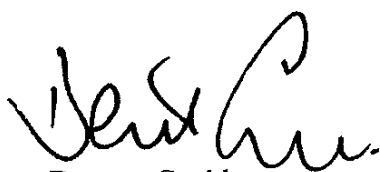
**NOTICE OF FINAL MEETINGS PURSUANT TO**  
**SECTION 94 OF THE INSOLVENCY ACT 1986**  
**ACAMBIS (UK) LIMITED IN LIQUIDATION**

Notice is hereby given that a Final Meeting of Members of the above named Company will be held at the offices of MBI Coakley Limited, Tunsgate Square, 98-110 High Street, Guildford, Surrey GU1 3HE on 29 November 2011 at 10:15 am, to receive an account of the acts and dealings of the Joint Liquidators, and of the conduct of the winding up of the Company.

The following resolutions will be proposed at the meeting.

1. That the Liquidators' Final Report be approved.
2. That the Liquidators' release from office be approved.

Dated 15 September 2011



Dermot Coakley  
Joint Liquidator

Registered in England No. 02940803

Trading Address: Peterhouse Technology Park, 100 Fulbourn Road, Cambridge, CB1 9PT

Registered Office: Second Floor, Tunsgate Square, 98-110 High Street, Guildford, Surrey GU1 3HE

MBI Coakley Ltd contact details.

Email [forum@mbicoakley.co.uk](mailto:forum@mbicoakley.co.uk)

Telephone 0845 310 2776

Contact Mark Easto

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

**Note**

**Note:** It is a statutory requirement for a Final Meeting to be held and a report similar to that attached will be provided at that meeting. There is no requirement for you to attend unless you wish to do so and you can nominate a proxy on the attached Proxy Form 8 5 if you wish. It would be helpful if you would advise the liquidator or his staff if you propose to attend.