

LIQ03

Notice of progress report in voluntary winding up



Companies House

SATURDAY



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04/04/2020

#323

COMPANIES HOUSE

1 Company details

Company number 03110185
Company name in full Direct DIY Distributors (3D) Limited

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

2 Liquidator's name

Full forename(s) Farheen
Surname Qureshi

3 Liquidator's address

Building name/number Devonshire House
Street 582 Honeypot Lane
Post town Stanmore
County/Region Middlesex
Postcode HA7 1JS
Country United Kingdom

4 Liquidator's name

Full forename(s)
Surname

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

5 Liquidator's address

Building name/number
Street
Post town
County/Region
Postcode
Country

● 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	2	2	0	2	2	0	1	9
To date	2	1	0	2	2	0	2	0

7 Progress report

☒ The progress report is attached

8 Sign and date

Liquidator's signature

Signature

X *[Handwritten Signature]*

X

Signature date

0 2 0 4 2 0 2 0

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.

Farheen Qureshi

Parker Getty Limited

Devonshire House

582 Honeypot Lane

Stanmore

Middlesex

Postcode

H

A

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J

S

United Kingdom

DX

020 3475 3900



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

Direct DIY Distributors (3D) Limited

Annual Progress Report

22 February 2019 to 21 February 2020

Content

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- Conclusion

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- Appendix III - Time cost information for year 22 February 2019 to 21 February 2020
- Appendix IV – Disbursement Summary for the year 22 February 2019 to 21 February 2020

EXECUTIVE SUMMARY

A summary of key information in this report is detailed below.

Asset	Estimated to realise per Statement of Affairs (£)	Realisations to date (£)	Anticipated future realisations (£)	Total anticipated realisations (£)
Tangible Assets	7,250.00			
Plant & Machinery		7,000.00	NIL	7,000.00
Fixtures & Fittings		150.00	NIL	150.00
Motor Vehicles		1,600.00	NIL	1,600.00
		8,750.00		
Stock	850.00	1,000.00	NIL	1,000.00
Goodwill	250.00	250.00	NIL	250.00
Book Debts	4,093.67	2,087.40	NIL	NIL

Expense	Amount per fees and expenses estimates (£)	Expense incurred to date (£)	Anticipated further expense to closure (£)	Total anticipated expense (£)
Liquidator's fees *	12,500.00	20,215.00	2,000.00	22,215.00
Legal Fees	N/A	630.00	NIL	630.00
Agents' fees	750.00	750.00	NIL	750.00
Mailing	N/A	270.62	NIL	270.62
Specific Bond	189.00	189.00	NIL	189.00
Statutory Advertising	169.20	169.20	NIL	169.20

* The Liquidator's Fees have been approved on a fixed fee basis of £12,500.00

Dividend prospects	Distribution / dividend paid to date	Anticipated distribution / dividend, based upon the above
Secured creditor	NIL	NIL
Preferential creditors	NIL	NIL
Unsecured creditors	NIL	NIL

Summary of key issues outstanding

- Reconciliation of debtors, payments received post appointment

Closure

Based on current information, it is anticipated that the liquidation will be concluded within the next 4 months

CONDUCT OF LIQUIDATION

Statutory information

Statutory information may be found at *Appendix I*.

Work Conducted by Liquidator

I would comment that the Liquidator is required to meet a considerable number of statutory and regulatory obligations. Whilst many of these tasks do not have a direct benefit in enhancing realisations for the insolvent estate, they assist in the efficient and compliant progressing of the administration of the case, which ensures that work is carried out to high professional standards.

The Liquidator has met her statutory and regulatory duties to report to creditors, as listed below. In consideration of the need for transparency and engagement with creditors, care has been taken to ensure that reports and other communications with creditors have provided useful details of the strategies pursued and the outcomes anticipated.

Detailed below are descriptive narratives of the work I have conducted as Liquidator during the reporting period.

Administration and Planning

The case was set up on the case management software and paper files. A strategy was formed as to how to proceed with the administration of the liquidation. The Company's books and records were collected and listed. I have completed a number of statutory tasks including advertising my appointment in the London Gazette, bonding for the value of the assets in the asset, and sending documentation to Companies House of the appointment. Typical administrative tasks included; filing, maintenance of the case diaries, updating the case checklist and case management system periodically.

Creditors

Creditor claims have been recorded on the case management system and received correspondence responded to as and when received. Annual progress reports have been prepared and circulated to creditors updating them on the case progression.

Realisation of Assets

I have been liaising with the bank concerning the remittance of funds received into the Company's bank account following my appointment. A breakdown of the balance to be paid to the Liquidator has been discussed with the Company's director to reconcile them to outstanding debtors.

Cashiering

Payments and receipts have been monitored since appointment to ensure the correct payments are received on a timely basis for assets realised on a timely basis and that the correct expenses are paid. Regular bank reconciliations have also been conducted by the liquidator.

Review

Work conducted on this matter involved conducting case reviews to check case progression and highlight matters that are delaying case progress.

ENQUIRIES AND INVESTIGATIONS

In the previous reporting period I submitted a confidential report on the conduct of the directors (past and present) to the Insolvency Service. In the reporting period no information has come to light requiring me to further investigate the Company's affairs. In accordance with SIP2 I have updated my initial assessment into the Company's affairs.

REALISATION OF ASSETS

My Receipts & Payments Account for the period from 22 February 2019 to 21 February 2020. is attached at **Appendix II**.

Debtor Realisations

The sum of £9,453.44 was received from the credit balance on the Company's bank account in light of payments received into the account following my appointment. A breakdown of the payments received was provided by the bank.

One receipt in the sum of £7,722.00 was queried with the director and raised with the payee. In the period of this report a response was still to be received from the payee. A solicitor was instructed to assist in the process and provide professional advice on the same. An update to creditors will follow in my subsequent report.

CREDITORS

The following sections explain the anticipated outcomes to creditors.

Secured creditors

The Company has not granted any charges over its assets.

Preferential creditors

Employee claims

The Company's employees were made redundant by the Company prior to my appointment. The relevant information for employees to submit claims has been made to the Redundancy Payments Office and information and help has been given to employees to enable them to submit their claims online.

On the Company's statement of affairs employees were shown to be owed £27,319.80. A claim of £13,373.20 was received from the Redundancy Payments Office of which £2,132.29 is claimed preferentially.

Unsecured creditors

On the Company's statement of affairs HM Revenue & Customs "HMRC" was shown to be owed £6,163.73. A final claim of £6,611.58 has been received from HMRC in the Liquidation.

The trade and expense creditors as per the statement of affairs totalled £61,732.11. Please be advised that proofs of debt are still being received and therefore the total value of unsecured claims is not known at present.

Dividend prospects

Where a floating charge is created after 15 September 2003 a prescribed part of the company's net property shall be made available to unsecured creditors. The Company has not granted a floating charge to any creditor after 15 September 2003 and consequently there will be no prescribed part in this Liquidation.

No dividend will be available to any class of creditor. A formal notice of no dividend is included to the covering letter with this report.

FEES, EXPENSES AND DISBURSEMENTS

Pre-Appointment Costs

A fixed fee of £4,500.00 plus VAT was agreed for the cost to place the Company into Liquidation, of this fee the sum of £3,000.00 was paid by the Company prior to the S98 meeting.

At the meeting of creditors held on 22 February 2017, creditors authorised the balance of my pre appointment fee in the sum of £2,300 plus VAT (£2,760.00) be paid as an expense of the Liquidation. This balance has been paid from first realisations on appointment and is shown in the enclosed receipts and payments account.

The Liquidator's fees

It is the firm's practice to ensure that work is conducted by the appropriate staff member at the appropriate level of experience. Junior members of staff deal with the day to day administration on cases and a manager and director then oversees the work undertaken. Where the issues are complex and litigious, the work will be closely supervised or undertaken by a manager or director.

The basis of the Liquidator fees was approved by creditors on 28 November 2017 in accordance with the following resolution:

- (i) "A fixed fee of £12,500 plus VAT for the duration of the Liquidation."
- (ii) "That the Liquidator be authorised to draw category disbursements according to the rates outlined below."

For the period of this report from 22 February 2019 to 21 February 2020 a total of 14 hours have been spent at an average charge out rate of £236.29 bringing the total charged to £3,308.00. Since my appointment on 22 February 2017 to 21 February 2020 a total of 88.50 hours have been spent at an average charge out rate of £228.42 bringing the total charged to £16,907.00.

The sum of £6,472.30 has been drawn on account.

A Creditors' Guide to Liquidators' Fees" is available to download at:

<https://www.icaew.com/-/media/corporate/files/technical/insolvency/creditors-guides/2017/liquidations-creditor-fee-guide-6-april-2017.ashx?la=en>

Should you require a paper copy, please send your request in writing and a copy will be provided at no cost.

Should you wish to know more about the insolvency process in general, I recommend that you visit www.creditorinsolvencyguide.co.uk.

Please also be advised that I am bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment. I would confirm that I have no business or personal relationship with any creditor who will be determining the basis of the Liquidator's remuneration.

Expenses

Expenses are amounts properly paid by the office holder from the estate which are not otherwise categorised as the office holder's remuneration or as a distribution to a creditor or creditors. Expenses paid during the period are shown on the receipts and payments account as detailed in **Appendix II**. I would comment as follows:-

Professional costs

Solicitors

Howes Percival LLP was instructed as legal advisors in relation to debtor realisations and the reconciliation of the sums received. Their costs have been agreed on the basis of their standard hourly charge out rates, plus disbursements and VAT. In the reporting period costs in the sum of £630 plus VAT have been incurred.

Disbursements

The disbursements that have been incurred during the period are detailed on **Appendix IV**.

The category 1 disbursements are expenses that can be specifically identified as relating to the administration of the case. These are charged to the estate at cost, with no uplift

The category 1 disbursements paid for in the period 22 February 2019 to 21 February 2020 total £45.24

Category 2 disbursements are expenses that are also directly referable to the appointment in question but not to a payment to an independent third party. Payments may only be made in relation to Category 2 expenses after the creditors have approved the bases of their calculation.

The category 2 disbursements for the period 22 February 2019 to 21 February 2020 total £147.90

Also included in **Appendix IV** is a comparison of the expenses likely to be incurred in the Liquidation as a whole with the original expenses estimate, together with reasons where any expenses are likely to exceed that estimate.

Information about this insolvency process may be found on the R3 website at <http://www.creditorinsolvencyguide.co.uk/>. A copy of 'A Creditors' Guide to Fees' together with the firm's charge-out rate and disbursement policy may be found at

<https://www.icaew.com/-/media/corporate/files/technical/insolvency/creditors-guides/2017/liquidations-creditor-fee-guide-6-april-2017.ashx?la=en>

A hard copy of both the Creditors' Guide and the firm's charge-out rate and disbursement policy may be obtained on request.

CREDITORS' RIGHTS

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 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 creditors (including the creditor in question), apply to court to challenge the amount and/or basis of the liquidator's fees and the amount of any proposed expenses or expenses already incurred, within 8 weeks of receipt of this report. Any secured creditor may make a similar application to court within the same time limit.

At Parker Getty we 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. If you should have cause to complain about the way that we are acting, you should, in the first instance, put details of your complaint in writing addressed to complaints officer, Parker Getty, Devonshire House, 582 Honeypot Lane, Stanmore, Middx, HA7 1JS. This will formally invoke our complaints procedure and we will endeavour to deal with your complaint under the supervision of a senior partner 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 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; you may phone 0300 678 0015 or complete and submit a complaint using the following link:

<https://www.insolvencydirect.bis.gov.uk/ExternalOnlineForms/InsolvencyPractitionerComplaint.aspx>

EC REGULATIONS

The Company's centre of main interest was in England & Wales and therefore it is considered that the EC Regulations will apply. These proceedings are main proceedings as defined in Article 3 of the EC Regulation.

CONCLUSION

The administration of the case will be continuing to finalise the following outstanding matters that are preventing this case from being closed:

- Reconciliation of debtors, payments received post appointment

If you require any further information, please contact this office.

Appendix I

Statutory Information

Company Name	Direct DIY Distributors (3D) Limited
Former Trading Name	Direct Trade UK
Company Number	03110185
Registered Office	C/O Parker Getty, Devonshire House, 582 Honeypot Lane, Stanmore, Middx, HA7 1JS
Former Registered Office	147 Rainham Road, Rainham, RM13 7RB
Officeholder	Farheen Qureshi
Officeholder's address	Devonshire House, 582 Honeypot Lane, Stanmore, Middlesex, HA7 1JS, United Kingdom
Date of appointment	22 February 2017
Changes to Officeholder	None

Appendix II

Receipts and Payments account for the period 22 February 2019 to 21 February 2020

S. of A. (£)	22/02/19 to 21/02/20 (£)	From 22/02/17 to 21/02/20 (£)
ASSET REALISATIONS		
Plant & Machinery	NIL	7,000.00
Fixtures & Fittings	NIL	150.00
Motor Vehicles	NIL	1,600.00
Stock	NIL	1,000.00
Book Debts	3.83	359.79
Cash at Bank	9,453.44	9,453.44
Bank Interest Gross	21.64	23.71
Goodwill	NIL	250.00
	<u>9,478.91</u>	<u>19,836.94</u>
COST OF REALISATIONS		
Specific Bond	(154.00)	(189.00)
Statement of Affairs Fee	NIL	(2,300.00)
Office Holders Fees	NIL	(6,472.30)
Agents/Valuers Fees	NIL	(750.00)
Mailing	NIL	(270.62)
Statutory Advertising	NIL	(169.20)
Inter account Transfer	(3.83)	(3.83)
	<u>(157.83)</u>	<u>(10,308.95)</u>
UNSECURED CREDITORS		
	NIL	NIL
	NIL	NIL
	<u>9,321.08</u>	<u>9,527.99</u>
REPRESENTED BY		
Interest Bearing Current Account		9,321.08
VAT Control Account		<u>206.91</u>
		<u>29,527.99</u>
		Farheen Qureshi Liquidator

Appendix III

Time cost information for year 22 February 2019 to 21 February 2020

Current Charge-out Rates for the firm

Staff	Charge out rates January 2017 £	Charge out rates January 2018 £	Charge out rates January 2019 £	Charge out rates January 2019 £
Insolvency Practitioner/Partners	350	350	350	375
Other senior staff	130-220	130-220	130-220	130-220
Assistant and Support Staff	110	110	110	110

The minimum unit of time recorded is 6 minutes.

For the period of this report from 22 February 2019 to 21 February 2020 a total of 14 hours have been spent at an average charge out rate of £236.29 bringing the total charged to £3,308.00

Classification of work function	Insolvency Practitioner/ Director	Other senior professionals	Junior & Support Staff	Total	Time cost £	Average Hourly rate £
Administration and Planning	1.00	2.50	0.00	3.50	825.00	235.71
Asset Realisation	0.50	0.00	1.50	2.00	340.00	170.00
Creditors	1.20	2.50	0.00	3.70	895.00	241.89
Employee	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
Review	1.10	1.50	0.00	2.60	670.00	257.69
Cashiering	1.00	1.20	0.00	2.20	578.00	262.73
Total hours	4.80	7.70	1.50	14.00		
Total fees claimed £	1,680.00	1,463.00	165.00		3,308.00	

Since my appointment on 22 February 2017 to 21 February 2020 a total of 88.50 hours have been spent at an average charge out rate of £228.42 bringing the total charged to £16,907.00.

Classification of work function	Insolvency Practitioner/ Director	Other senior professionals	Junior & Support Staff	Total	Time cost £	Average Hourly rate £
Administration and Planning	2.00	13.60	0.00	15.60	3,284.00	210.51
Asset Realisation	3.50	7.20	1.510	12.20	2,758.00	226.07
Creditors	3.40	15.20	0.00	18.60	4,078.00	219.25
Employee	0.40	3.10	0.00	3.50	729.00	208.29
Investigation	2.40	14.50	0.00	16.90	3,595.00	212.72
Review	5.10	5.50	0.00	10.60	2,830.00	266.98
Cashiering	5.20	5.90	0.00	11.10	2,941.00	264.95
Total hours	22.00	65.00	1.50	88.50		
Total fees claimed £	7,700.00	12,350.00	165.00		20,215.00	

Appendix IV

Disbursement Summary for the year 22 February 2019 to 21 February 2020

Disbursements are categorised as either Category 1 or Category 2.

Category 1 disbursements:

External supplies of incidental services specifically identifiable to the case. Where these have initially been paid by Parker Getty Limited and then recharged to the estate, approval from creditors is not required.

Examples of category 1 disbursements include postage, case advertising, specific bond insurance, company search fees, external room hire, storage, case management software system, invoiced travel and properly reimbursed expenses incurred by personnel in connection with the case

Category 2 disbursements:

These include elements of shared or allocated costs incurred by Parker Getty Limited and recharged to the estate; they are not attributed to the estate by a third party invoice and/or they may include a profit element. These disbursements are recoverable in full, subject to the basis of the disbursement charge being approved by members in advance.

Category 2 disbursements charged by Parker Getty Limited are as follows:

Disbursement charge	Rate Since 1 January 2017	Rate Since 1 January 2018	Rate Since 1 January 2019	Rate Since 1 January 2020
Mileage	45p per mile	45p per mile	45p per mile	45p per mile
Envelope	15p	15p	15p	15p
Copying	15p per sheet	20p per sheet	20p per sheet	20p per sheet

Below are details of the Liquidator's expenses for the period under review and the total to date.

Expenses	Original expenses estimate £	Actual expenses incurred in the Review Period £	Actual expenses incurred to date £	Note
<i>Paid from case account</i>				
Statutory Advertising	169.20	NIL	169.20	
Bonding	189.00	NIL	189.00	
Software	225.00	NIL	NIL	
Agents Fee	750.00	NIL	750.00	
Mailing	N/A	NIL	270.62	A mailing provider was utilised to send reports to creditors
TOTAL	1,333.20	NIL	1,378.82	
Category 1 Disbursement				
Postage	148.50	45.24	145.76	
Meeting Room Hire	100.00	NIL	100.00	
TOTAL	148.50	45.24	245.76	
Category 2 Disbursement				
Photocopying	438.10	139.20	492.75	
Envelopes	NIL	8.70	25.95	
TOTAL	438.10	147.90	518.70	