

# LIQ03

## Notice of progress report in voluntary winding up



For further information, please refer to our guidance at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)

### 1 Company details

Company number 0 3 1 2 4 8 0 7

Company name in full Safety Media Limited

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

### 2 Liquidator's name

Full forename(s) Meghan

Surname Andrews

### 3 Liquidator's address

Building name/number 2nd Floor Regis House

Street 45 King William Street

Post town London

County/Region

Postcode E C 4 R 9 A N

Country

### 4 Liquidator's name

Full forename(s) Stephen

Surname Grant

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

### 5 Liquidator's address

Building name/number 2nd Floor Regis House

Street 45 King William Street

Post town London

County/Region

Postcode E C 4 R 9 A N

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	d 1	d 6	m 0	m 2	y 2	y 0	y 2	y 1
To date	d 1	d 5	m 0	m 2	y 2	y 0	y 2	y 2

### 7 Progress report

The progress report is attached

### 8 Sign and date

Liquidator's signature

Signature

X *MAGDALENA S*

X

Signature date

d 1	d 4	m 0	m 3	y 2	y 0	y 2	y 2
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LIQ03

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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 **Rebecca Herring**

Company name **Azets Holdings Limited**

Address **2nd Floor Regis House**

**45 King William Street**

Post town **London**

County/Region

Postcode **E C 4 R 9 A N**

Country

DX

Telephone **0207 403 1877**



### 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](http://www.gov.uk/companieshouse) or email [enquiries@companieshouse.gov.uk](mailto: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](http://www.gov.uk/companieshouse)

**Joint Liquidators' Annual Progress Report to Members**

**Safety Media Ltd - In Liquidation**

**14 March 2022**

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## **APPENDICES**

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- B** Additional Information in Relation to Joint Liquidators' Fees & Expenses

## **1 Introduction and Statutory Information**

- 1.1 On 7 September 2020, Baldwins Holdings Limited which traded as Wilkins Kennedy changed its name to Azets Holdings Limited and now trades as Azets. Any references in this report to Azets should be read as reference to Wilkins Kennedy as appropriate.
- 1.2 Matthew John Waghorn formerly of Azets, 92 London Street, Reading, RG1 4SJ and Meghan Andrews of Azets, 2<sup>nd</sup> Floor Regis House, 45 King William Street, London, EC4R 9AN were appointed as Joint Liquidators of Safety Media Limited (“the Company”) on 16 February 2021.
- 1.3 On 23 June 2021 an order was made in the High Court of Justice (Number 000905 of 2021) removing Matthew John Waghorn as Joint Liquidator and appointing Stephen Paul Grant (IP Number: 8929) as Joint Liquidator, owing to his departure from the firm.
- 1.4 This report provides an update on the progress in the Liquidation for year ended 15 February 2022 (“the Period”).
- 1.5 The registered office of the Company was changed to 2<sup>nd</sup> Floor Regis House, 45 King William Street, London, EC4R 9AN and its registered number is 03124807.
- 1.6 Information about the way that the Joint Liquidators will use, and store personal data on insolvency appointments can be found at <https://www.azets.co.uk/about-us/privacy-cookie-policy/>. If you are unable to download this, please contact us and a hard copy will be provided to you.

## **2 Progress of the Liquidation**

- 2.1 At Appendix A is an account of the Receipts and Payments for the Period with a comparison to the directors' Declaration of Solvency (“DOS”) values, together with a cumulative account since the commencement of the Liquidation, which provides details, as applicable, of the assets realised in the Liquidation, the liabilities settled, the remuneration paid from the Liquidation and the distributions made to the shareholder.
- 2.2 The sole asset included in the Company’s DOS was the intercompany loan due from Access UK Limited of £3,500.00 which will be distributed in specie as soon as all tax clearances have been received.

### Tax Matters

#### *VAT Registration*

- 2.3 The Company is still part of the Access UK Limited VAT group and will be required to be removed from the group before MVL clearance can be issued by H M Revenue & Customs (“HMRC”). The relevant paperwork to have this company removed from the VAT group has been submitted to HMRC for processing outside of the Period.

#### *Corporation Tax*

- 2.4 The Joint Liquidators have received confirmation from HMRC that there are no outstanding pre-Liquidation tax returns, however there are two outstanding penalties for Company totalling £400.00 for period end 31 December 2019 and 30 June 2020. HMRC have also informed the Joint Liquidators that there is a credit balance sitting on the Company’s

corporation tax account totalling £312,938.11 for period ended 1 July 2019. The Joint Liquidators are currently investigating the correct position, together with the Group Financial Accountant.

- 2.5 The Company has been marked as dormant for post-Liquidation periods.

#### Other Matters

- 2.6 It is understood that any existing pension schemes for the Company were closed prior to Liquidation, however a s120 search found an existing pension listed for the Company. Confirmation of this pension scheme closure has been requested from Access UK Limited
- 2.7 Once the outstanding VAT and Corporation Tax matters have been resolved, confirmation will be requested from HMRC that the Company's pre-Liquidation tax affairs are up to date and that they have no objections to the closure of the Liquidation.
- 2.8 It is anticipated that the Liquidation will be closed prior to the next anniversary

### **3 Creditors' Claims**

#### Unsecured Creditors

- 3.1 The Directors made a DOS to the effect that all of the Company's debts would be paid in full, together with statutory interest, within 12 months of the commencement of the Liquidation.
- 3.2 On 2 March 2021, an advert was placed in the London Gazette requiring creditors to submit their claims in the Liquidation by 2 April 2021. With the exception of the Corporation Tax penalty referred to above, which may end up being off set against the credit, no claims have been received in the Liquidation.

### **4 Distributions to Members**

- 4.1 To date there have been no distributions made to the shareholder in the Liquidation.

### **5 Joint Liquidators' Remuneration and Expenses**

- 5.1 The sole member approved that the basis of the Joint Liquidators' remuneration be fixed as a set amount of £3,500.00 plus VAT and expenses.
- 5.2 All of the Liquidation costs are to be paid by Access UK Limited and an invoice will be raised for the amount of £3,500.00 plus VAT in respect of the Joint Liquidators' remuneration in due course.
- 5.3 The Company was placed into Liquidation together with five other companies from the Group. The following expenses have been incurred in relation to the batch of six Liquidations:

	<i>Incurring in Period</i>	<i>Paid</i>	<i>Outstanding</i>
Statutory Advertising	£589.10	-	£589.10
Specific Penalty Bond	£185.00	-	£185.00

External Storage of Books & Records	£107.10	-	£107.10
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- 5.4 Please note that owing to the departure of Matthew John Waghorn from Azets and the appointment of Stephen Paul Grant as replacement Joint Liquidator, total additional specific penalty bond premiums of £60.00 have been incurred in the Period, this is included in the figure above.
- 5.5 In order to provide for the Joint Liquidators' records to be held, in accordance with statutory regulations for a period of six years from the closure of the Liquidation, and securely destroyed thereafter, storages fees of £107.10 will be incurred.
- 5.6 An invoice in relation to the outstanding expenses will be issued shortly and will be sent to Access UK Limited for payment.
- 5.7 An explanation of Azets' time charging, and expenses recovery policy is attached at Appendix B for your information and "A Shareholders' Guide to Liquidators' Fees" is available at [www.azets.co.uk/media/xvgn4gnf/mvl0305-shareholders-guide-to-liquidators-fees-in-members-voluntary-liquidation.pdf](http://www.azets.co.uk/media/xvgn4gnf/mvl0305-shareholders-guide-to-liquidators-fees-in-members-voluntary-liquidation.pdf) or on request to this office. Please note that a new version of SIP9 was introduced on 6 April 2021 and as a result, new guides were released for all appointments except MVL's and as such, this link will make reference to the previous version of SIP9. Members should note that any relevant changes arising from the introduction of the new SIP9 have been made to our firm's charging policy which is attached as Appendix B.

## 6 Members' Rights

- 6.1 Within 21 days of the receipt of this report, members with either at least 5% of the total voting rights of all the members having the right to vote at general meetings of the Company or with the permission of the court, may request in writing that the Joint Liquidators provide further information about their remuneration or expenses which have been itemised in this progress report.
- 6.2 Any members with at least 10% of the total voting rights of all the members having the right to vote at general meetings of the Company 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 Joint Liquidators' remuneration is inappropriate and/or the remuneration charged or the expenses incurred by the Joint Liquidators, as set out in this progress report, are excessive.

## 7 Next Report

- 7.1 The Joint Liquidators are required to provide a further report on the progress of the Liquidation within two months of the end of the next anniversary of the Liquidation, unless matters have been concluded prior to this, in which case the proposed final account will be issued. It is anticipated that the Liquidation will be closed prior to the next anniversary.



**Meghan Andrews**  
Joint Liquidator

## **Appendix A**

### **Receipts and Payments Account for the Period from 16 February 2021 to 15 February 2022 incorporating a Cumulative Account since the Commencement of the Liquidation**

**Safety Media Ltd  
(In Liquidation)  
Joint Liquidators' Summary of Receipts and Payments  
To 15 February 2022**

<b>RECEIPTS</b>	<b>Declaration of Solvency (£)</b>	<b>Total (£)</b>
Intercompany Loan	3,500.00	NIL
		<hr/> 0.00 <hr/>
<b>PAYMENTS</b>		
		<hr/> 0.00 <hr/>
Net Receipts/(Payments)		<hr/> 0.00 <hr/>
 <b>MADE UP AS FOLLOWS</b>		
		<hr/> 0.00 <hr/>

## **Appendix B**

### **Additional Information in relation to Joint Liquidators' Fees & Expenses**



## AZETS HOLDINGS LIMITED – FEES AND EXPENSES POLICY

### Introduction

Further information about creditors' rights can be obtained by visiting the creditors' information micro-site published by the Association of Business Recovery Professionals (R3) at <http://www.creditorinsolvencyguide.co.uk>.

Details about how an office holder's fees may be approved for each case type are available in a series of guides issued with Statement of Insolvency 9 (SIP 9) and can be accessed at <https://www.azets.co.uk/restructuring-and-insolvency-downloads/>. A hard copy may be requested from Azets Holdings Limited, 2<sup>nd</sup> Floor Regis House, 45 King William Street, London, EC4R 9AN or [rebecca.herring@azets.co.uk](mailto:rebecca.herring@azets.co.uk).

### Staff Allocation and Charge Out Rates

Our general approach to resourcing our assignments is to allocate staff with the skills and experience to meet the specific requirements of the case.

The constitution of the case team will usually consist of a Partner, Senior Manager or Manager and a Senior or Associate. The exact constitution of the case team will depend on the anticipated size and complexity of the assignment and on larger, more complex cases, several Seniors or Associates may be allocated to meet the demands of the case.

We operate a time recording system which allows staff working on the assignment along with the office holders to allocate their time to an assignment in 6 minute units.

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. The work is generally recorded under the following categories:

- Administration and planning
- Investigations
- Realisation of assets
- Creditors
- Trading
- Case specific matters

Time costs are recorded at the individual's hourly rate in force at that time, Our charge out rates are shown below and the rates shown are exclusive of VAT.

<b>1 February 2022 to date</b>	<b>£</b>	<b>3 December 2018 to 31 January 2022</b>	<b>£</b>
Partners/Directors	400.00 – 580.00	Partners	430.00 - 470.00
Managers	280.00 – 375.00	Directors/Managers	210.00 - 390.00
Administrators	130.00 – 275.00	Administrators	110.00 - 210.00
Support Staff	120.00	Junior/Trainee Administrators	95.00 - 200.00
		Cashiers/Secretaries	60.00 - 100.00

Where necessary and appropriate, members of staff from other departments of the practice will undertake work on a case. They will be charged at their normal charge out rate for undertaking such work.

**Please note that charge out rates are reviewed annually and may be subject to change.**

## **Expenses**

On insolvency appointments, an office holder will typically incur expenses which relate to that assignment. Expenses (or costs) are amounts properly payable by an office holder from an insolvency estate which are not otherwise categorised as the office holder's remuneration or a distribution to a creditor or shareholder. These expenses may include, but are not limited to, agent's costs for disposal and realisation of assets, legal costs, specialist pension advice, tax services or other routine expenses associated with an insolvency appointment such as statutory advertising costs, the office holder's specific penalty bond and costs associated with storing the books and records. Expenses also include disbursements which are payments that are first met by the office holder and then reimbursed at a later date from the estate, usually when realisations permit. Details of the anticipated expenses on an insolvency assignment will be outlined in the office holder's fees estimate or other information provided to creditors about the fee basis or bases being proposed.

Expenses recharged to, or incurred directly by, an insolvent estate are subject to VAT at the applicable rate where appropriate.

Some expenses can be paid without prior approval from creditors (referred to as Category 1 expenses) and other expenses which may have an element of shared costs or are proposed to be paid to an associate of the office holder, require approval before they can be paid (referred to as Category 2 expenses).

Category 1 expenses are directly referable to an invoice from a third party that is not an associate of the office holder or the firm, which is either in the name of the estate or Azets Holdings Limited; in the case of the latter, the invoice makes reference to, and therefore can be directly attributed to, the insolvency estate. These costs are recoverable without the prior approval of creditors either by a direct payment from the estate or, where the firm has made payment on behalf of the estate, by a recharge of the amount invoiced by the third party.

Category 2 expenses are directly attributable to the estate but include an element of shared costs or is a payment to an associate of the office holder or the firm. These expenses are recoverable from the estate, subject to the prior approval of the creditors, in the same manner as the approval of the office holder's remuneration.

The Category 2 expenses which include an element of shared costs and are charged by this firm are as follows:

- Postage – charged in accordance with the current Royal Mail price guide for first class.
- Business mileage – charged at standard rates which comply with HM Revenue & Customs limits. The current rate is 45 pence per mile.
- Internal photocopying - charged at 5 pence per sheet for reports and circulars issued to creditors, shareholders, employees and other stakeholders. No additional charge is made for individual items of correspondence.

**Please note that these category 2 expenses are reviewed annually and may be subject to change.**

Payments to associates (as defined in Section 435 of the Insolvency Act 1986 and the Insolvency Code of Ethics), which are also classified as a category 2 expense requiring creditor approval, are not routinely made by this firm. Any such payments will be considered on a case by case basis and when seeking approval for the payments, the office holder will provide creditors with an explanation of the work to be done, why the work is necessary and the estimated payment that will be made. The form and nature of the relationship with the associate will also be provided.

## **Provision of Services Regulations**

When carrying out all professional work relating to an insolvency appointment, Insolvency Practitioners are bound by the Insolvency Code of Ethics.

To comply with the Provision of Service Regulations, some general information about Azets Holdings Limited, including our complaints policy and Professional Indemnity Insurance and the Insolvency Code of Ethics, is available on our website using the following link: [www.azets.co.uk/about-us/legal-regulatory-information/](http://www.azets.co.uk/about-us/legal-regulatory-information/).