

In accordance with Rule 6.28 of the Insolvency (England & Wales) Rules 2016 and Section 106(3) of the Insolvency Act 1986.

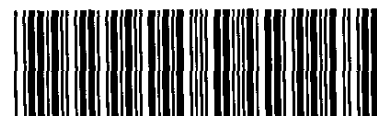
# LIQ14

## Notice of final account prior to dissolution in CVL



Companies House

SATURDAY



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02/11/2019

#238

COMPANIES HOUSE

### 1 Company details

Company number 0 3 4 8 3 5 3 1

Company name in full DGH Group Limited

→ Filling in this form

Please complete in typescript or in bold black capitals.

### 2 Liquidator's name

Full forename(s) David

Surname Oprey

### 3 Liquidator's address

Building name/number First Floor

Street 16/17 Boundary Road

Post town Hove

County/Region East Sussex

Postcode B N 3 4 A N

Country

### 4 Liquidator's name

Full forename(s) Elias

Surname Paourou

① Other liquidator

Use this section to tell us about another liquidator.

### 5 Liquidator's address

Building name/number First Floor

Street 16/17 Boundary Road

Post town Hove

County/Region East Sussex

Postcode B N 3 4 A N

Country

② Other liquidator

Use this section to tell us about another liquidator.

# LIQ14

Notice of final account prior to dissolution in CVL

6

## Liquidator's release

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

:

7

## Final account

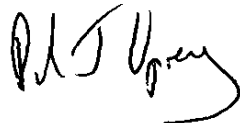
☒ I attach a copy of the final account.

8

## Sign and date

Liquidator's signature

Signature

X 

X

Signature date

<sup>d</sup>3

<sup>d</sup>0

<sup>m</sup>1

<sup>m</sup>0

<sup>y</sup>2


<sup>y</sup>0

<sup>y</sup>1

<sup>y</sup>9

**DGH Group Limited**  
**(In Liquidation)**  
**Joint Liquidators' Abstract of Receipts & Payments**  
**From 27 September 2017 To 30 October 2019**

S of A £		£	£
	<b>ASSET REALISATIONS</b>		
2,000.00	Goodwill	NIL	
500.00	Plant & Machinery	NIL	
350.00	Furniture & Equipment	NIL	
1,000.00	Motor Vehicles	250.00	
	Stock	550.00	
15,000.00	Book Debts	6,316.94	
	Sundry refund	1,807.69	
	Bank Interest Gross	2.42	
	Scrap	334.89	
			9,261.94
	<b>COST OF REALISATIONS</b>		
	Preparation of S. of A.	3,000.00	
	Office Holders Fees	2,968.07	
	Office Holder Disbursements	671.80	
	Agents/Valuers Fees (1)	18.44	
	Agents/Valuers Fees (2)	1,134.89	
	Stationery & Postage	231.57	
	Travel	12.00	
	Storage Costs	1,072.17	
	Statutory Advertising	153.00	
			(9,261.94)
	<b>PREFERENTIAL CREDITORS</b>		
(2,200.00)	DE Arrears & Holiday Pay	NIL	
			NIL
	<b>UNSECURED CREDITORS</b>		
(86,736.35)	Trade & Expense Creditors	NIL	
(39,300.00)	Employees	NIL	
(9,940.26)	HM Revenue & Customs - PAYE/NIC	NIL	
			NIL
	<b>DISTRIBUTIONS</b>		
(10,000.00)	Ordinary Shareholders	NIL	
			NIL
<b>(129,326.61)</b>			<b>NIL</b>

  
 David Oprey  
 Joint Liquidator

## **FINAL ACCOUNT**

### **DGH Group Limited - IN CREDITORS' VOLUNTARY LIQUIDATION**

**CVR Global LLP**  
**First Floor**  
**16/17 Boundary Road**  
**Hove**  
**East Sussex**  
**BN3 4AN**  
**Telephone Number: 01273 421200**  
**E Mail: Chopkins@cvr.global**

This report has been prepared for the sole purpose of updating the creditors for information purposes. The report is private and confidential and may not be relied upon, referred to, reproduced or quoted from, in whole or in part, by creditors for any purpose other than updating them for information purposes, or by any other person for any purpose whatsoever.

## FINAL ACCOUNT OF DGH Group Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

### Content

- Executive Summary
- General Administration
- Enquiries and Investigations
- Realisation of Assets
- Creditors
- Dividend Prospects
- Fees and Expenses
- Creditors' Rights
- EC Regulations
- Conclusion

### Appendices

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- Appendix 2 – Receipts and Payments account for the period 27 September 2017 to 30 August 2019
- Appendix 3 - Detailed list of work undertaken in the period
- Appendix 4 - Time cost information for period 27 September 2017 to 30 August 2019
- Appendix 5 - Time costs summary for period, cumulative & comparison with estimate
- Appendix 6 - Expenses summary for period, cumulative & comparison with estimate

# FINAL ACCOUNT OF DGH Group Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

## EXECUTIVE SUMMARY

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

### Assets

Asset	Estimated to realise per Statement of Affairs £	Realisations to date £	Anticipated future realisations £	Total anticipated realisations £
Goodwill	2,000.00	Nil	Nil	Nil
Plant & Machinery	500.00	Nil	Nil	Nil
Furniture & Equipment	350.00	Nil	Nil	Nil
Motor Vehicles	1,000.00	250.00	Nil	250.00
Book Debts	15,000.00	6,316.94	Nil	6,316.94
Stock	-	550.00	Nil	550.00
Scrap	-	334.89	Nil	334.89
Bank Interest Gross	-	2.42	Nil	2.42

### Expenses

Expense	Amount fees per and expenses estimates £	Expense incurred to date £	Anticipated further expense to closure £	Total anticipated expense £
Preparation of SOA Fee	3,000.00	3,000.00	Nil	3,000.00
Office Holders' Fees	10,000.00	1,000.00	241.51	1,241.51
Office Holders' Disbursements	45.00	325.02	265.65	590.67
Agents / Valuers Fees (1)	-	18.44	Nil	18.44
Agents / Valuers Fees (2)	-	1,134.89	Nil	1,134.89
Stationery & Postage	-	231.57	Nil	231.57
Travel	-	12.00	Nil	12.00
Storage costs	500.00	452.25	619.92	1,072.17
Statutory advertising	75.00	153.00	Nil	153.00

### Dividend prospects

Creditor class	Distribution / dividend paid to date	Anticipated future distribution / dividend, based upon the above
Secured creditor	None. N/A	None. N/A
Preferential creditors	None. N/A	None. N/A
Unsecured creditors	No dividend paid to date	No dividend payable

### Closure

There are no further matters in the liquidation to be progressed and the liquidation may now be concluded.

## **FINAL ACCOUNT OF DGH Group Limited - IN CREDITORS' VOLUNTARY LIQUIDATION**

### **GENERAL ADMINISTRATION**

#### **Statutory information**

Statutory information may be found at Appendix 1.

The Company was incorporated on 19 December 1997 and traded as 'Horsham Floorings & Furnishings' as flooring contractors. It traded from premises at 137-139 Crawley Road, Horsham, West Sussex, RH12 4HH.

The Company's directors are Mr David Hawkins and Mr Andrew Lynch.

Mr Hawkins contacted CVR Global LLP in early July 2017 to discuss the financial situation of the Company and the options available. The Company was unable to meet all the payments due to HM Revenue & Customs and there was a likelihood that this would continue as the business continued to make losses. The Board decided to place the Company into Creditors' Voluntary Liquidation and CVR Global LLP were asked to assist in this regard.

The Company went into liquidation on 27 September 2017

I, Elias Paourou, of CVR Global LLP, 1st Floor, 16/17 Boundary Road, Hove, East Sussex, BN3 4AN together with David Oprey, was appointed Joint Liquidator on the same date.

The Joint Liquidators are 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. A detailed list of these tasks may be found in Appendix 3.

### **ENQUIRIES AND INVESTIGATIONS**

During the liquidation, the Joint Liquidators carried out an initial review of the Company's affairs in the period prior to appointment. This included seeking information and explanations from the directors by means of questionnaires; making enquiries of the Company's accountants; reviewing information received from creditors; and collecting and examining the Company's bank statements, accounts and other records.

The directors provided the books and records and a completed questionnaire as well as a Statement of Affairs ("SoA").

The information gleaned from this process enabled the Joint Liquidators to meet their statutory duty to submit a confidential report on the conduct of the directors (past and present) to the Insolvency Service.

This work was also carried out with the objective of making an initial assessment of whether there were any matters that may lead to any recoveries for the benefit of creditors. This would typically include any potential claims which may be brought against parties either connected to or who have past dealings with the Company.

This initial assessment has been completed and the Joint Liquidators did not identify any further assets or actions which might lead to a recovery for creditors.

## **FINAL ACCOUNT OF DGH Group Limited - IN CREDITORS' VOLUNTARY LIQUIDATION**

Although this work did not generate any financial benefit to creditors, it was necessary to meet the statutory duties as well as conduct appropriate enquiries and investigations into potential rights of actions to enhance realisations.

### **REALISATION OF ASSETS**

Detailed below is key information about asset realisation and strategy, however, more details about the work undertaken may be found at Appendix 3. The Joint Liquidators formulated and worked through a realisation strategy that sought to maximise realisations net of costs. The financial benefit of those efforts is described further below.

#### **Goodwill**

The director had valued the Company's goodwill at £2,000 in his SoA. However, realisation of goodwill was dependent on the sale of the Company's business. As our agents reported that there was no interest in the Company's business, no realisations are anticipated from this source.

#### **Stock**

As detailed in my previous annual report to creditors, the Company's stock was sold to John Jenkins Flooring Limited, a company with a common director and shareholder. In accordance with the Statement of Insolvency Practice 13 (Acquisition of assets of insolvent companies by directors) issued by the Association of Business Recovery Professionals and adopted by my professional licensing body, I am required to disclose this transaction to creditors

The stock was sold for £550 plus VAT in February 2018, with the assistance of independent valuation agents.

#### **Book debts**

The book value of the book debts given in the director's SoA was £24,891.39 with a realisable value of £15,000. As detailed in my previous report, agents and solicitors were instructed to pursue these debts and the sum of £6,316.94 has been recovered. No further realisations are expected from this source.

#### **Motor Vehicles**

The Company's motor vehicles were estimated to realise £1,000 in the director's SoA. However, agents appointed to sell these assets reported that the vehicles were in poor condition with one vehicle not being road worthy. One of the vehicles was sold to a third party for £250. The remaining vehicles had only scrap value.

#### **Plant and machinery**

The Company's plant and machinery was estimated to realise £500 in the director's SoA. However, agents appointed to sell these assets were unable to find a buyer as the assets were in poor condition. Instead, my agents have obtained scrap value where possible and this is detailed further overleaf.

## FINAL ACCOUNT OF DGH Group Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

### **Furniture and Equipment**

The Company's furniture and equipment was estimated to realise £350 in the director's SoA. However, agents appointed to sell these assets were unable to find a buyer as the assets were in poor condition. Instead, my agents have obtained scrap value where possible and this is detailed below.

### **Scrap**

The Company's plant and machinery and furniture and equipment were scrapped as detailed above. A total of £334.89 plus VAT was realised.

### **Bank Interest**

I have received £2.42 of bank interest from the bank account into which Liquidation funds were held.

Apart from final VAT refund of £1,260.17 due from HMRC, no further realisations are anticipated.

### **CREDITORS**

Irrespective of whether sufficient realisations are achieved to pay a dividend to creditors, the Joint Liquidators has/have had to carry out key tasks which are detailed in the list at Appendix 3. The following sections explain the anticipated outcomes to creditors and any distributions paid.

#### **Secured creditors**

The Company has not granted any charges over its assets.

#### **Preferential creditors**

I have received one preferential claim in the sum of £585.86.

#### **Prescribed Part**

Pursuant to Section 176A of The Insolvency Act 1986 (as amended), a Prescribed Part of the Company's net assets should be set aside for the benefit of unsecured creditors. This reduces the funds that would otherwise be made available to any secured creditor under Floating Charges created after 15 September 2003.

On the basis there is no Floating Charge creditor, the provisions of Section 176A(3) do not apply.

#### **Unsecured creditors**

The unsecured creditors as per the SoA totalled £135,976.61, of which £9,940.26 was due to HMRC.

To date, I have received unsecured claims totalling £142,437.23 of which £18,529.93 is from HMRC.

## FINAL ACCOUNT OF DGH Group Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

### DIVIDEND PROSPECTS

I am unable to declare any dividend because the funds realised have already been used or allocated for defraying the expenses of liquidation.

The balance of funds in hand will be used towards the liquidators' fees and disbursements.

### FEES AND EXPENSES

#### Pre-Appointment Costs

##### Fixed fee agreed with the Directors and ratified by members and creditors

The creditors authorised the fee of £3,000 for assisting the directors in placing the Company into liquidation and with preparing the SoA on 27 September 2017.

The fee for assisting with the SoA and placing the company into liquidation was paid from first realisations on appointment and is shown in the enclosed receipts and payments account.

#### The Joint Liquidators' Fees

The basis of the Joint Liquidators' fees was approved by creditors on 6 November 2017 in accordance with the following:

- That the Joint Liquidators' remuneration be fixed on a time costs basis in accordance with the time properly given by them and their staff in attending to matters arising during the Liquidation, estimated to be £10,000. Such remuneration may be drawn *from time to time from funds available*.

The time costs for the period 27 September 2018 to 30 August 2019 total £4,797, representing 17.5 hours at an average hourly rate of £274. The sum of £1,000 plus VAT has been drawn on account of time costs incurred in this reporting period.

The total time costs during the period of appointment amount to £21,970.50 representing 79 hours at an average hourly rate of £278 and a comparison between the original estimate and time costs to date is given at Appendix 4 and 5. Total fees of £1,000 plus VAT have been drawn to date. I anticipate drawing a further £241.51 plus VAT of fees before the end of the 8-week prescribed period.

Having regard for the costs that are likely to be incurred in bringing this Liquidation to a close, the Joint Liquidators considers that the original fees estimate has been exceeded.

The main reasons why the fees estimate has been exceeded is due to problems experienced in realising the Company's assets caused by disputes in the debtor book and delays from the purchaser of the Company's assets in negotiations and completing the sale. In addition, there were protracted negotiations in respect of the lease and its ultimate surrender. However, given the limited realisations in this case, the Joint Liquidators will not be able to draw fees in excess of the fees estimate and it is likely that a considerable amount of time will be written off.

## FINAL ACCOUNT OF DGH Group Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

### **Disbursements**

*The disbursements that have been incurred and paid (but not yet reimbursed from the estate) during the period are detailed on Appendix 6.*

Also included in Appendix 6 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 exceeded that estimate.

The category 1 disbursements paid for in the period 27 September 2017 to 30 August 2019 total £342.78 are detailed in the attached appendices and represent the reimbursement of payments made in relation to the assignment.

No category 2 disbursements were incurred in the period 27 September 2017 to 30 August 2019.

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' can be found at <https://www.r3.org.uk/index.cfm?page=1591>. A hard copy of both Guides may be obtained on request.

### **Other professional costs**

#### **Solicitors**

Fortis Law Limited, a firm of solicitors based in Brighton, East Sussex were instructed as legal advisors in relation to the recovery of the Company's book debts. No costs were incurred for the minimal work required.

#### **Agents and valuers**

Total Asset Recovery Limited, a firm of agents and valuers based in Hook, Hampshire were instructed as agents to value and sell the Company's assets. Their costs were agreed on the basis of their standard sales commission rate plus disbursements and VAT. The agents' fees of £1,134.89 plus VAT have been agreed and paid from funds available in the liquidation estate.

#### **Debt collectors**

LR Collections, a firm of debt collectors based in Worthing, West Sussex were instructed to assist with the recovery of the Company's outstanding book debts. The fees were agreed at 12% plus VAT of all book debts collected. Their fees of £18.44 plus VAT have been paid from funds available in the liquidation estate.

### **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 Liquidators' 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 Liquidators' fees and the amount of any proposed expenses or expenses already incurred,

## FINAL ACCOUNT OF DGH Group Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

within 8 weeks of receipt of this report. Any secured creditor may make a similar application to court within the same time limit.

Please note that information relevant and useful to creditors can be found at the following website, [www.creditorinsolvencyguide.co.uk](http://www.creditorinsolvencyguide.co.uk) and <https://www.r3.org.uk/what-we-do/publications/professional/fees>. Hard copies of these publications are available on request by contacting the Joint Liquidators' office.

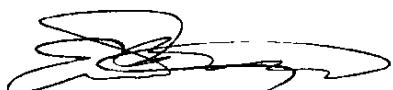
### EC REGULATIONS

The Company's centre of main interest was in 137-139 Crawley Road, Horsham, West Sussex, RH12 4HH and 85 Church Road, Hove, East Sussex, BN3 2BB 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

There are no other matters outstanding and the affairs of the Company have been fully wound up.

If you require any further information, please contact this office. CVR Global LLP's data privacy policy can be found at [www.cvr.global](http://www.cvr.global).

Signed   
E PAOUROU  
Joint Liquidator  
30 August 2019

**FINAL ACCOUNT OF DGH Group Limited - IN CREDITORS' VOLUNTARY LIQUIDATION**

**Appendix 1**

**Statutory Information**

<b>Company Name</b>	<b>DGH Group Limited</b>
<b>Former Trading Name</b>	<b>-</b>
<b>Company Number</b>	<b>03483531</b>
<b>Registered Office</b>	<b>1st Floor, 16-17 Boundary Road, HOVE, East Sussex, BN3 4AN</b>
<b>Former Registered Office</b>	<b>85 Church Road, Hove, East Sussex, BN3 2BB</b>
<b>Officeholders</b>	<b>David Oprey and Elias Paourou</b>
<b>Officeholders' IP Nos.</b>	<b>5814 &amp; 9096</b>
<b>Officeholders address</b>	<b>CVR Global LLP, First Floor, 16/17 Boundary Road, Hove, East Sussex, BN3 4AN</b>
<b>Date of appointment</b>	<b>27 September 2017</b>

# FINAL ACCOUNT OF DGH Group Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

## Appendix 2

Receipts and Payments account for the period 27 September 2017 to 30 August 2019 for DGH Group Limited – In Liquidation

### DGH Group Limited (In Liquidation)

#### Summary of Receipts & Payments

RECEIPTS	Statement of Affairs (£)	From 27/09/2017 To 26/09/2018 (£)	From 27/09/2018 To 30/08/2019 (£)	Total (£)
Goodwill	2,000.00	0.00	0.00	0.00
Motor Vehicles	1,000.00	250.00	0.00	250.00
Book Debts	15,000.00	6,316.94	0.00	6,316.94
Plant & Machinery	500.00	0.00	0.00	0.00
Furniture & Equipment	350.00	0.00	0.00	0.00
Scrap	-	334.89	0.00	334.89
Stock	-	550.00	0.00	550.00
Bank Interest Gross	-	2.24	0.18	2.42
	<b>18,850.00</b>	<b>7,454.07</b>	<b>0.18</b>	<b>7,454.25</b>

#### PAYMENTS

Preparation of S. of A. Fee	3,000.00	0.00	3,000.00
Office Holders' Fees	0.00	1,000.00	1,000.00
Office Holders' Disbursements	0.00	325.02	325.02
Agents/Valuers Fees (1)	18.44	0.00	18.44
Agents/Valuers Fees (2)	1,134.89	0.00	1,134.89
Stationery & Postage	231.57	0.00	231.57
Travel	12.00	0.00	12.00
Storage Costs	452.25	0.00	452.25
Statutory Advertising	153.00	0.00	153.00
	<b>5,002.15</b>	<b>1,325.02</b>	<b>6,327.17</b>
<b>Net Receipts/(Payments)</b>	<b>2,451.92</b>	<b>(1,324.84)</b>	<b>1,127.08</b>

#### MADE UP AS FOLLOWS

Vat Receivable	996.74	265.00	1,261.74
Interest Bearing Bank Account	1,682.16	(1,589.84)	92.32
Vat Payable	(226.98)	0.00	(226.98)
	<b>2,451.92</b>	<b>(1,324.84)</b>	<b>1,127.08</b>

## FINAL ACCOUNT OF DGH Group Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

### Appendix 3

#### Detailed list of work undertaken for DGH Group Limited - In Creditors' Voluntary Liquidation for the review period 27 September 2017 to 30 August 2019

Below is detailed information about the tasks undertaken by the Joint Liquidators.

<b>ADMINISTRATION AND PLANNING</b>	Work involved in this category relates mainly to routine and statutory functions. It does not necessarily provide financial benefit to creditors, but ensures that the case is managed and administered in accordance with legislation and in a professional manner. Specific work is detailed below:
Statutory/advertising	Filing of documents to meet statutory requirements Advertising in accordance with statutory requirements
Document maintenance/file review/checklist	Filing of documents Periodic file reviews Periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards Maintenance of statutory and case progression task lists/diaries Updating checklists
Bank account administration	Preparing correspondence opening and closing accounts Requesting bank statements Bank account reconciliations Correspondence with bank regarding specific transfers Maintenance of the estate cash book Banking remittances and issuing cheques/BACS payments
Planning / Review	Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case
Books and records / storage	Dealing with records in storage Sending job files to storage
Creditor reports	Preparing annual progress report, investigation, meeting and general reports to creditors Disclosure of sales to connected parties
Creditors' decisions	Preparation of decision notices, proxies/voting forms Collate and examine proofs and proxies/votes to establish decisions Consider objections received and requests for physical meeting or other decision procedure Preparation of meeting file, including agenda, certificate of postage, attendance register, list of creditors, reports to creditors, advertisement of meeting and draft minutes of meeting. Responding to queries and questions following decisions Issuing notice of result of decision process
<b>INVESTIGATIONS</b>	The office holders are required to undertake an investigation in to the affairs of the company or individual prior to the commencement of the insolvency process. An office holder is required to submit a report on the conduct of the Directors who were in office in the period three years prior to the commencement of the insolvency process, to the Insolvency Service, in accordance with legislation. Occasionally such investigations identify further potential asset recoveries. Specific work is detailed below:
SIP 2 Review	Collection, and making an inventory, of company books and records Correspondence to request information on the company's dealings, making further enquiries of third parties Reviewing questionnaires submitted by creditors and directors Reconstruction of financial affairs of the company Reviewing company's books and records Preparation of deficiency statement Review of specific transactions and liaising with directors regarding certain transactions Liaising with the committee/creditors or major creditors about further action to be taken
Statutory reporting on conduct of directors	Preparing statutory investigation reports Liaising with Insolvency Service Submission of report with the Insolvency Service Preparation and submission of supplementary report if required Assisting the Insolvency Service with its investigations
<b>REALISATION OF ASSETS</b>	This involves work in realising assets of the company or individual, which are known and stated in the statement of affairs. It may also include work involved in asset recoveries identified post appointment, which were either unknown or identified during the office holders' investigations. Specific work is detailed below:
Stock	Liaising with agents to value and sell stock Sale of stock to connected parties
Motor Vehicles	Liaising with agents to value motor vehicles Sale of vehicle to third party
Book Debts	Instruct agents / solicitors to recover book debts
Scrap	Liaising with agents to sell furniture and equipment and plant and machinery for scrap value

## FINAL ACCOUNT OF DGH Group Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

<b>CREDITORS</b>	This involves work in dealing with creditor queries and correspondence, including reports and where funds permit agreeing creditor claims and provision of dividends to creditors. This may also involve assisting employees. Specific work is detailed below:
<b>Creditor Communication</b>	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via email and post Assisting employees to pursue claims via the RPO Corresponding with the PPF and the Pensions Regulator
<b>Dealing with proofs of debt</b>	Receipting and filing POD when not related to a dividend Corresponding with RPO regarding POD when not related to a dividend
<b>Processing proofs of debt</b>	Preparation of correspondence to potential creditors inviting submission of POD Receipt of POD

### Current Charge-out Rates for the firm

#### Time charging policy

Charge-out rates are normally reviewed annually when rates are adjusted to reflect such matters as inflation; increases in direct wage costs; and changes to indirect costs such as Professional Indemnity Insurance. It is the firm's policy for the cashier's time spent on an assignment to be charged to the case. However, secretarial and office admin support time is charged only in respect of identifiable blocks of time devoted to the case where we consider it to be viable to do so. All time is recorded in 6 minute units.

<b>Staff</b>	<b>Charge out rates £</b>
Insolvency Practitioner/Partners	390-495
Consultants	390-495
Directors	360-390
Associate Directors	330-360
Managers	300-330
Assistant Manager	290-310
Senior Executive	240-275
Executive	155-190
Cashier	135-185
Secretarial/Admin/Analyst	90-125

#### Direct expenses ("Category 1 Disbursements")

Category 1 disbursements as defined by SIP 9, which can be specifically identified as relating to the administration of the case, will be charged to the estate at cost, with no uplift. These include but are not limited to such items as advertising our appointment, meetings and requesting claims from creditors, storage in relation to the books and records of the company or individuals and the assignment records, online reporting facilities in relation to the uploading of documents and reports for creditors, bonding and other insurance premiums to protect the estate and its assets, and properly reimbursed expenses incurred by personnel in connection with the case.

#### Indirect expenses ("Category 2 Disbursements")

It is our normal practice to also charge the following indirect disbursements ("Category 2 Disbursements as defined by SIP 9) to the case, where appropriate:

#### Circulars to creditors:

Plain/headed paper including photocopying	12p per side
Envelopes	12p each
Postage	Actual cost

#### Room Hire

For the convenience of creditors and to save the cost of booking an outside hotel room, meetings of creditors are occasionally held internally at our offices. Where meetings of creditors are held in one of our internal meeting rooms, a charge of £100 plus VAT may be levied to cover the cost of booking the room.

## **FINAL ACCOUNT OF DGH Group Limited - IN CREDITORS' VOLUNTARY LIQUIDATION**

### **Travel**

Mileage incurred as a result of any necessary travelling is charged to the estate at the H M Revenue & Customs approved rate, currently 45p per mile.

All of the above costs are subject to amendment by the firm at any time and if amended will be notified to creditors with the next circular sent to all creditors.

### **Company Searches & Electronic Verification of Identity**

Included in expense and/or disbursements, Company Searches and electronic Verification of Identity include an element of shared costs. Such expenses are of an incidental nature but are generally incurred on each case. In line with the cost of the external provision of such services, a charge of £15 plus VAT is levied to cover the cost of these searches.

# FINAL ACCOUNT OF DGH Group Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

## Appendix 4

Time cost information for period 27 September 2017 to 30 August 2019 for DGH Group Limited – In Liquidation

Time and Chargeout Summary for the period 27/09/2017 to 26/09/2018							
	Hours						
Classification of work function	Partner / Director	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost £	Average hourly rate £
Administration & Planning	1.10	16.80	0.40	3.40	21.70	5,906.00	272.17
Investigations	0.30	2.20	0.00	0.00	2.50	755.00	302.00
Realisation of Assets	0.00	24.10	0.00	0.00	24.10	6,989.00	290.00
Creditors	0.80	10.00	0.00	1.90	12.70	3,438.50	270.75
Case Specific Matters	0.00	0.00	0.50	0.00	0.50	85.00	170.00
<b>Total Hours</b>	<b>2.20</b>	<b>53.10</b>	<b>0.90</b>	<b>5.30</b>	<b>61.50</b>	<b>17,173.50</b>	<b>279.24</b>
<b>Total fees Claimed</b>	<b>858.00</b>	<b>15,443.00</b>	<b>153.00</b>	<b>719.50</b>	<b>17,173.50</b>		

Time and Chargeout Summary for the period 27/09/2018 to 30/08/2019							
	Hours						
Classification of work function	Partner / Director	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost £	Average hourly rate £
Administration & Planning	0.20	2.80	2.10	1.20	6.30	1,635.00	259.52
Realisation of Assets	0.00	0.00	1.40	0.00	1.40	406.00	290.00
Creditors	0.50	7.50	1.00	0.80	9.80	2,756.00	281.22
<b>Total Hours</b>	<b>0.70</b>	<b>10.30</b>	<b>4.50</b>	<b>2.00</b>	<b>17.50</b>	<b>4,797.00</b>	<b>274.11</b>
<b>Total fees Claimed</b>	<b>273.00</b>	<b>3,019.00</b>	<b>1,206.00</b>	<b>299.00</b>	<b>4,797.00</b>		

Time and Chargeout Summary for the period 27/09/2017 to 30/08/2019							
	Hours						
Classification of work function	Partner / Director	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost £	Average hourly rate £
Administration & Planning	1.30	19.60	2.50	4.60	28.00	7,541.00	269.32
Investigations	0.30	2.20	0.00	0.00	2.50	755.00	302.00
Realisation of Assets	0.00	24.10	1.40	0.00	25.50	7,395.00	290.00
Creditors	1.30	17.50	1.00	2.70	22.50	6,194.50	275.31
Case Specific Matters	0.00	0.00	0.50	0.00	0.50	85.00	170.00
<b>Total Hours</b>	<b>2.90</b>	<b>63.40</b>	<b>5.40</b>	<b>7.30</b>	<b>79.00</b>	<b>21,970.50</b>	<b>278.11</b>
<b>Total fees Claimed</b>	<b>1,131.00</b>	<b>18,462.00</b>	<b>1,359.00</b>	<b>1,018.50</b>	<b>21,970.50</b>		

FINAL ACCOUNT OF DGH Group Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

Appendix 5

Time costs summary for period, cumulative & comparison with estimate for DGH Group Limited –  
In Liquidation

	Original fees estimate			Actual time costs incurred during the Review Period (27/09/2018 – 30/08/2019)			Total time costs incurred to date		
Work category	Number of hours	Blended hourly rate £ per hour	Total fees £	Number of hours	Average hourly rate £ per hour	Total time costs £	Number of hours	Average hourly rate £ per hour	Total time costs £
Administration (including statutory reporting)	20.0	242.00	4,840.00	1.2	259.52	1,635.00	28.00	269.32	7,541.00
Realisation of assets	11.0	227.27	2,500.00	1.4	290.00	406.00	25.5	290.00	7,395.00
Creditors (claims and distribution)	9.0	233.33	2,100.00	9.8	281.22	2,756.00	22.5	275.31	6,194.50
Investigations	2.0	290.00	580.00	-	-	-	2.5	302.00	755.00
Case specific matters	-	-	-	-	-	-	0.5	170.00	85.00
<b>TOTAL</b>	<b>42.00</b>	<b>238.33</b>	<b>10,010.00</b>	<b>17.5</b>	<b>274.11</b>	<b>4,797.00</b>	<b>79.00</b>	<b>278.11</b>	<b>21,970.50</b>

# FINAL ACCOUNT OF DGH Group Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

## Appendix 6

### Expenses summary for period, cumulative & comparison with estimate for DGH Group Limited - In Creditors' Voluntary Liquidation

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

Expenses	Original expenses estimate £	Actual expenses Incurred in the Review Period (27/09/2018-30/08/2019) £	Actual expenses Incurred to date £	Reason for any excess (if the expenses are likely to, or have, exceeded the original estimate)
<b>Category 1 Expenses</b>				
Document repository fee	-		12.00	N/A
Insurance / bond	25.00		25.00	N/A
Storage	500.00	342.78	342.78	N/A
Statutory advertising	75.00			N/A
Ban Charges	20.00			N/A
<b>Category 2 Expenses</b>				
Printing, photocopying & postage	-	-	210.89	N/A

LIQ14

Notice of final account prior to dissolution in CVL

**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 **Christine Hopkins**

Company name **CVR Global LLP**

Address **First Floor**

**16/17 Boundary Road**

Post town **Hove**

County/Region **East Sussex**

Postcode **B N 3 4 A N**

Country

DX

Telephone **01273 421200**

**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)**