

LIQ03

Notice of progress report in voluntary winding up



Companies House

For further information, please
refer to our guidance at
www.gov.uk/companieshouse

| | | |
|----------------------|-------------------------------|--|
| 1 | Company details | |
| Company number | 0 3 7 8 9 0 7 9 | → Filling in this form Please complete in typescript or in bold black capitals. |
| Company name in full | CUBICSPACE STUDIOS LIMITED | |
| 2 | Liquidator's name | |
| Full forename(s) | LISA | |
| Surname | ALFORD | |
| 3 | Liquidator's address | |
| Building name/number | 5A | |
| Street | KERNICK INDUSTRIAL ESTATE | |
| Post town | PENRYN | |
| County/Region | CORNWALL | |
| Postcode | T R 1 0 9 E P | |
| Country | UNITED KINGDOM | |
| 4 | Liquidator's name ① | |
| Full forename(s) | CHRIS | ① Other liquidator Use this section to tell us about another liquidator. |
| Surname | PARKMAN | |
| 5 | Liquidator's address ② | |
| Building name/number | 5A | ② Other liquidator Use this section to tell us about another liquidator. |
| Street | KERNICK INDUSTRIAL ESTATE | |
| Post town | PENRYN | |
| County/Region | CORNWALL | |
| Postcode | T R 1 0 9 E P | |
| Country | UNITED KINGDOM | |

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6 Period of progress report

| | | | | | | | | |
|-----------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| From date | ^d 2 | ^d 0 | ^m 0 | ^m 8 | ^y 2 | ^y 0 | ^y 2 | ^y 0 |
| To date | ^d 1 | ^d 9 | ^m 0 | ^m 8 | ^y 2 | ^y 0 | ^y 2 | ^y 1 |

7 Progress report

☒ The progress report is attached

8 Sign and date

Liquidator's signature

Signature

X

[Handwritten signature]

X

Signature date

| | | | | | | | |
|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| ^d 2 | ^d 6 | ^m 0 | ^m 8 | ^y 2 | ^y 0 | ^y 2 | ^y 1 |
|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|

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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 JAKE GOOSEY

Company name PURNELLS

Address 5A KERNICK INDUSTRIAL ESTATE

Post town PENRYN

County/Region CORNWALL

Postcode T R 1 0 9 E P

Country UNITED KINGDOM

DX

Telephone 01326 340579

**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

Cubicspace Studios Limited (the "Company")

Schedule of Appendices

1. Progress Report of the Liquidation covering the period from 20 August 2020 to 19 August 2021.
2. Receipts and Payments Account.
3. Statement of Expenses incurred within the liquidation during the period.
4. Analysis of time spent by the Joint Liquidators.
5. Schedule of applicable Charge out Rates.
6. Report to creditors in accordance with Statement of Insolvency Practice Number 9 and the Insolvency (England and Wales) Rules 2016.

Cubicspace Studios Limited (the "Company")

Report of the Joint Liquidators For The Period From The Commencement Of The
Liquidation On 20 August 2020 to 19 August 2021

1. Introduction

Chris Parkman and Lisa Alford of Purnells, 5a Kernick Industrial Estate, Penryn, Cornwall, TR10 9EP were appointed Joint Liquidators of Cubicspace Studios Limited on 20 August 2020.

There have been no changes in office holders during the period to which this report relates.

a) The Company's Registered Office is as follows:

Purnells
Suite 4 Portfolio House
3 Princes Street
Dorchester
Dorset
DT1 1TP

The registered number of the Company is 03789079.

2. Receipts And Payments Account

A Receipts and Payments Account is attached at Appendix 2.

That Receipts and Payments Account compares the actual realisations made to date with the estimated realisations set out in the director's statement of affairs dated 18 August 2020.

3. Assets

3.1 Purnells Client Account

The director of the Company transferred the sum of £9,662 to a Purnells client account pending the appointment of a liquidator, being the residual credit balance on the Company's account with Bank of Scotland Plc.

Accordingly, that sum has been recorded separately in the Receipts and Payments Account at Appendix 2

4. **Investigations**

4.1 The Liquidators have completed their statutory obligation to submit a report to the Insolvency Service as regards the conduct of the directors. The contents of that report remains confidential.

4.2 The liquidators have undertaken work in accordance with Statement of Insolvency Practice 2 (A liquidators' Investigations into the affairs of an insolvent company).

Those investigations have yet to be satisfactorily closed out but are expected to complete within the next six months.

5. **Costs of the Liquidation**

5.1 The Receipts and Payments Account at Appendix 2 sets out details of the payments made to date.

5.2 Attached at Appendix 4 is an analysis of the Joint Liquidators' time costs for the period 20 August 2020 to 19 August 2021.

5.3 A decision procedure by correspondence was requisitioned for 18 September 2020 at which the liquidators sought to have their remuneration approved on the following basis:

A fixed fee of £4,000 plus VAT plus disbursements may be charged in respect of the Statement of Affairs Fee.

A fixed Administration Fee of £5,000 plus VAT may be charged for the first year plus an additional £1,500 plus VAT for each additional year the liquidation remains open,

A Realisation Fee may be charged which equates to 15% of gross realisations plus VAT,

A fixed fee may be charged for dealing with creditors of £1,500 plus VAT,

A fixed fee may be charged for undertaking our statutory investigations and conduct reporting of £3,000 plus VAT,

In the event that the liquidator's investigations result in additional recoveries being made the following additional fees may be drawn out of investigation realisations:

75% of first £20,000
50% of next £20,000
40% of next £10,000
25% of balance

Guidance received from our governing body however now indicates that as investigation realisations are for the most part unknown at the start of a case it is best practice to agree any fees to be drawn out of investigation realisations separately with creditors once the level of realisations, if any, is known.

5.4. Creditors resolved that the joint liquidators may draw a fixed fee of £4,000 plus VAT and disbursements in respect of the work done up to and including the date of deemed consent (the Statement of Affairs Fee) and that the sum of £250 plus VAT could be paid to SAS-Micro Limited for assisting the Joint Liquidators with their statutory investigations into the financial affairs of the Company and the provision of information. The proposed resolution in respect of the Joint Liquidators post appointment remuneration was rejected however.

5.5. The Joint Liquidators have drawn the following fees in the period to which this report relates:

| | £ |
|--------------------------|-------|
| Statement of Affairs Fee | 4,000 |
| | ===== |

6. **Fixed Charge Creditors**

There are no fixed charge creditors to consider in this liquidation.

7. **Preferential Creditors**

The only preferential creditors to consider in this liquidation were the employees in respect of arrears wages, unpaid accrued holiday, and outstanding pension contributions.

A dividend of 100 pence in the pound is expected to become payable to the preferential creditors in due course although the Redundancy Payments Service, with whom the employees claims were lodged for payment has yet to provide a note of their preferential claim for dividend purposes.

8. **Floating Charge Creditors**

There are no floating charge creditors to consider in this liquidation.

9. **Unsecured Creditors**

Three creditors with claims totaling £173,617 had proved in the liquidation as at the date to which this report had been drafted.

Unfortunately however, asset realisations have been insufficient to date to enable a dividend to be paid to this class of creditor.

10. Conclusion

The Liquidation continues in order for the Joint Liquidator's investigations into the financial affairs of the Company to be concluded.



Lisa Alford FABRP, MIPA
Joint Liquidator
IP No: 9723

Dated: 26 August 2021

Purnells
5a Kernick Industrial Estate
Penryn
Cornwall
TR10 9EP

Website: www.purnells.co.uk

Telephone: 01326 340579

Email: lisa@purnells.co.uk

Cubicspace Studios Limited (the "Company")
Joint Liquidators' Annual Receipts And Payments Account
From The Commencement of the Liquidation
On 20 August 2020 to 19 August 2021

| <u>Receipts</u> | <u>Estimated Value</u> | <u>20.08.20</u> |
|----------------------------|---|------------------------------|
| | <u>Of Assets Per</u> <u>Statement Of</u> <u>Affairs</u> | <u>To</u> <u>19.08.21</u> |
| | <u>£</u> | <u>£</u> |
| Purnellis Client Account | 9,662 | 9,662 |
| | ===== | ----- |
| | | 9,662 |
| <u>Other Receipts</u> | | Nil |
| | | ----- |
| <u>Total Receipts</u> | | 9,662 |
| | | ===== |
| | | |
| <u>Payments</u> | | |
| Statement of Affairs Fee | | 4,000 |
| Category One Disbursements | | 434 |
| Category Two Disbursements | | Nil |
| VAT Reclaimable | | 878 |
| | | ----- |
| | | 5,312 |
| Balance at Bank | | 4,350 |
| | | ----- |
| <u>Total Payments</u> | | 9,662 |
| | | ===== |

Cubicspace Studios Limited (the "Company")

Joint Liquidators' Statement of Expenses
Incurred for the Period 20 August 2020 to 19 August 2021
(In Accordance with the Insolvency (England & Wales) Rules 2016)

The expenses incurred within the Liquidation (recorded in the Receipts and Payments Account at Appendix 2 as "Category 1 Disbursements") for the period 20 August 2020 to 19 August 2021 were as follows:

| | |
|--|----------|
| | <u>£</u> |
| Bordereau | 44 |
| Advertising Costs | 140 |
| Accountants Fees - SAS Micro Limited | 250 |
| | --- |
| <u>Per Receipts and Payments Account</u> | 434 |
| | === |

Cubicspace Studios
Limited

20 August 2020 to 19 August 2021

| | PARTNER | MANAGER | SENIORS | ADMINISTRATION STAFF | TIME TRANSFER | TOTAL HOURS | TIME COST | AVERAGE HOURLY RATE |
|--------------------------------|---------|---------|---------|-------------------------|------------------|----------------|--------------|------------------------|
| PRE-APPOINTMENT | | | 0.1 | | | 0.1 | 29 | 290 |
| ADMINISTRATION AND PLANNING | 0.1 | | 1.8 | 16.2 | | 18.1 | 2163 | 119.5 |
| REALISATION OF ASSETS | | | 0.3 | | | 0.3 | 61 | 203.33 |
| CREDITORS | | | 0.1 | 2.8 | | 2.9 | 281 | 96.9 |
| INVESTIGATION | 0.5 | | 0.4 | 23.7 | | 24.6 | 3804 | 154.63 |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| TOTALS | | | | | | | | |
| HOURS | 0.6 | | 2.7 | 42.7 | | 46 | | |
| COST | 174 | | 757 | 5407 | | | 6338 | |
| AVERAGE HOURLY RATE | 290 | | 280.37 | 126.63 | | | | 137.78 |

| | |
|----------------------|---------|
| Post App Hours | 45.90 |
| Post App Time | 6309.00 |
| Post App Hourly Rate | 137.45 |

Cubicspace Studios Limited (the "Company")

Schedule of Applicable Charge Out Rates

| | <u>£</u> |
|-----------------------------------|----------|
| Licensed Insolvency Practitioners | 290 |
| Managers | 170-290 |
| Seniors | 110-130 |
| Administration Staff | 90-120 |

Cubicspace Studios Limited (the "Company")

Report To Creditors In Accordance With
Statement Of Insolvency Practice Number 9 (SIP 9)
And The Insolvency (England and Wales) Rules 2016

1. Explanation Of The Office Holders Time Charging Policies

- 1.1 Hourly charge out rates are reviewed on the 31st March each year in line with Purnells year end.
- 1.2 Each staff member records in units of six minutes and analyses that time into the categories shown below at paragraph 4.
- 1.3 Each staff member has his or her own grade and hourly charge out rate.

2. Explanation Of The Office Holders Policies In Relation To Disbursements

- 2.1 SIP 9 distinguishes between "Category One" and "Category Two" disbursements.
- 2.2 Category one disbursements includes specific expenditure related to the administration of this insolvency matter where such sums are paid to third parties. In accordance with SIP 9 no separate approval process is required for "category one" disbursements.
- 2.3 Category two disbursements are those, which are not specific to this particular insolvency matter, but are more in the nature of shared or allocated costs.

3. Analysis Of Time Spent

- 3.1 Appendix 4 sets out an analysis of the hours and cost of that time spent since our appointment on this particular matter.
- 3.2 Those costs are broken down into the following categories:
 - Administration & Planning
 - Realisation of assets
 - Creditors
 - Investigation
 - Trading

4. Explanation Of What Time Is Allocated To Each Of The Five "Categories" Of Analysis

4.1 Administration and Planning

4.1.1 Preparation of report to creditors and filing of appointment documentation.

4.1.2 Notification of appointment to creditors and other interested parties.

4.1.3 Case set up on micro-controller computer system and setting up a detailed case record book with related files.

4.1.4 Personalising all procedures and work instructions to this particular case to include those instructions relating to:

- record keeping
- the obtaining of insurance and bordereau cover
- the control of obtaining proofs of debts from creditors
- control process for the realisation of assets
- the identification, review and storage of client records
- the maintenance of client cash books, bank accounts and related VAT and tax matters
- a definition as to the review process to be followed
- the investigation required
- control of the closing process
- information needed to be retained following closure
- the preparation and circularisation of annual and closing reports to creditors
- the maintenance of records of time spent and disbursements paid.

4.1.5 Reviewing documentation and other available information and determining the initial strategy upon appointment.

4.1.6 Maintaining the bank accounts and recording all transactions. Reconciliation of those accounts and preparation of periodic Receipts and Payments account summaries.

4.1.7 Undertaking a review of the case at two monthly intervals.

4.2 Realisation of Assets

4.2.1 Legal actions to realise assets, if required.

4.3 Creditors

- 4.3.1 Requesting forms of proof of debt.
- 4.3.2 Checking and recording those forms when received.
- 4.3.3 Disputing certain proofs and negotiating an agreed figure.
- 4.3.4 Chasing for outstanding proofs.

4.4 Investigation

- 4.4.1 Tracing of asset purchases recorded in the Company's books and records.
- 4.4.2 Reviews of the Company records to determine whether there is any prima-facie evidence of any antecedent transactions.
- 4.4.3 Undertaking a review of the director's conduct and reporting to The Insolvency Service on that conduct.

4.5 Trading

Monitoring and controlling trading activities of the business where the Liquidator has an involvement in any such trading.

The liquidators have not however been involved in any trading in respect of this case.

5. Creditors Rights

- 5.1 Secured Creditors and Unsecured Creditors with the concurrence of at least 5% in value of the Unsecured Creditors, including the creditor in question, or an unsecured creditor with the permission of the court have the right under Rule 18.9 of the Insolvency (England & Wales) Rules 2016 to request further information about remuneration or expenses set out in the progress report. The request must be made within 21 days of receipt of the draft report.
- 5.2 Secured Creditors and Unsecured Creditors with the concurrence of at least 10% in value of the Unsecured Creditors, including that creditor, or with the permission of the court, have the right under Rule 18.34 of the Insolvency (England & Wales) Rules 2016 to challenge the Liquidator's remuneration, no later than 8 weeks following receipt of the draft report.