

## Liquidator's Progress Report

# S.192

Pursuant to Sections 92A and 104A and 192  
of the Insolvency Act 1986

To the Registrar of Companies

Company Number

03793023

Name of Company

The Essential Support Team Limited T/as T E S T

I / ~~We~~  
Paul J Fleming  
Yorkshire House  
18 Chapel Street  
Liverpool  
L3 9AG

the liquidator(~~s~~) of the company attach a copy of my/~~our~~ Progress Report  
under section 192 of the Insolvency Act 1986

The Progress Report covers the period from 12/11/2012 to 11/11/2013

Signed

Date

10<sup>th</sup> December 2013

Parkin S Booth & Co  
Yorkshire House  
18 Chapel Street  
Liverpool  
L3 9AG

Ref T113/PJF/RE/DJ

WEDNESDAY




A27 11/12/2013 #173  
COMPANIES HOUSE

**The Essential Support Team Limited T/as T.E.S.T**  
**(In Liquidation)**  
**Liquidator's Abstract of Receipts & Payments**

Statement of Affairs		From 12/11/2012 To 11/11/2013
	<b>ASSET REALISATIONS</b>	
250 00	Furniture & Office Equipment	300 00
NIL	Book Debts	NIL
37,846 98	Cash at Bank	37,799 64
	Sundry Refund	16 96
	Bank Interest Gross	98 43
		<u>38,215 03</u>
	<b>COST OF REALISATIONS</b>	
	Specific Bond	168 00
	Statement of Affairs Fee	4,000 00
	Agents/Valuers Fees	200 00
	Tax on Interest	19 63
	Non recoverable VAT	879 00
	Storage Costs	250 00
	Statutory Advertising	195 00
		<u>(5,711 63)</u>
	<b>UNSECURED CREDITORS</b>	
(8,438 40)	Trade & Expense Creditors	NIL
(29,161 83)	Redundancy and Notice Claims	NIL
(6 00)	Directors' Current Account	NIL
(4,389 12)	Inland Revenue	NIL
(700 00)	Landlord	NIL
(133,853 51)	Contingent Claim	NIL
		<u>NIL</u>
	<b>DISTRIBUTIONS</b>	
(100 00)	Ordinary Shareholders	NIL
		<u>NIL</u>
<u>(138,551 88)</u>		<u><u>32,503.40</u></u>
	<b>REPRESENTED BY</b>	
	Vat Receivable	33 60
	Bank 1 Current	2,469 80
	Bank 1 Money Market	30,000 00
		<u>32,503.40</u>

Note

  
Paul J Fleming  
Liquidator

**THE ESSENTIAL SUPPORT TEAM LIMITED T/A T.E.S.T  
(IN LIQUIDATION)**

**FIRST ANNUAL REPORT OF THE LIQUIDATOR  
TO CREDITORS AND MEMBERS**

**Statutory Information**

Company Number	3793023
Registered Office	Yorkshire House 18 Chapel Street, Liverpool L3 9AG
Former Registered Office	The Resource Centre, Bridge Street, Garstang, Preston, Lancashire PR3 1YB
Date of Liquidation	12 <sup>th</sup> November 2012
Liquidator	Paul J Fleming
Liquidator's Address	Yorkshire House, 18 Chapel Street, Liverpool L3 9AG

On 12 November 2012 Jonathan R Booth, a partner at Parkin S Booth & Co was appointed Liquidator of The Essential Support Team t/a T E S T Limited

Due to Mr Booth's retirement from the Partnership, I replaced him as Liquidator on 3 June 2013 by Court Order. My annual report covers the administration of the liquidation from its commencement in accordance with the Insolvency Act 1986 and Insolvency Rules. My summary receipts and payments account is attached at appendix A showing transactions for the 12 months ended 11<sup>th</sup> November 2013.

**Comment regarding trading**

The Company had ceased to trade prior to liquidation and no trading was undertaken post-liquidation.

**Assets of the company (compared to statement of affairs at the date of liquidation)**

- 1 Leasehold Property - The Company previously operated from rented premises. The premises were rented by the director personally and there is therefore no claim against the Company.
- 2 The Company held two bank accounts, a current account and a business saver account, both of which were in credit at the date of liquidation. Following the liquidator's appointment the bank was requested to close the accounts and a sum of £37,799.64 was subsequently paid into the liquidation account.
- 3 The Statement of Affairs shows furniture and office equipment with an estimated to realise figure of £250. Following my appointment, the former director Mr Philip Thomas confirmed that he was prepared to offer £300 plus VAT for these items, consisting of desks and computer equipment. I had instructed independent agents Winterhill Largo to value the items and they indicated that given their condition and the costs associated with removal and sale the offer should be accepted. The full amount was received from Mr Thomas on 13<sup>th</sup> November 2012.
- 4 A sundry refund of £16.96 was received from Barclaycard on 21<sup>st</sup> January 2013.

**Other realisations**

Interest was earned from amounts banked during the liquidation as detailed on the attached receipts and payments account.

### **Future Realisations**

If there are any further assets not detailed above or as shown on the receipts and payments account that creditors believe should be brought to my attention, any assistance will be gratefully received

### **Costs of liquidation**

The attached receipts and payments account details the costs and expenses of the liquidation and the amounts paid to each class of creditor if any

At the Meetings of Creditors held on 12<sup>th</sup> November 2012 it was agreed that Parkin S Booth & Co be entitled to receive £3,500 plus VAT in respect of their assistance in preparing the statement of affairs This fee has been drawn

It was also agreed that Alexander Myerson & Co be entitled to receive the sum of £500 plus VAT for their assistance to the Directors in preparing the Statement of Affairs This fee has been paid

The following agents or professional advisors have been utilised in this matter

<b>Professional Advisor</b>	<b>Nature of Work</b>	<b>Fee arrangement</b>
Winterhill Largo	Agents & Valuers	Percentage of realisations
Alexander Myerson & Co	Accountants	Time costs

The choice of professionals was based on our perception of their experience and ability to perform this type of work, the complexity and nature of the assignment and the basis of our fee arrangement with them The fees charged have been reviewed and the liquidator is satisfied that they are reasonable in the circumstances of this case

### **Investigation into the affairs of the Company**

I undertook an initial investigation into the company's affairs to establish whether there were any potential asset recoveries or conduct matters that justified further investigation, taking account of the public interest, potential recoveries, the funds likely to be available to fund an investigation, and the costs involved

There were no matters that justified further investigation in the circumstances of this appointment

Within six months of my appointment as liquidator, I am required to submit a confidential report to the Secretary of State to include any matters which have come to my attention during the course of my work which may indicate that the conduct of any past or present director would make him unfit to be concerned with the management of the company I would confirm that my report has been submitted

### **Creditors' Claims (and dividends)**

It is anticipated that a dividend will become payable to unsecured creditors in this matter However I am still in the process of agreeing final claims of creditors and until that is finalised it is not possible to state the amount or timing of any such dividend I will however continue to keep creditors advised of developments

### **Prescribed Part**

(Statement as to amount paid to unsecured creditors by virtue of the application of section 176A Insolvency Act 1986)

The legislation requires that if the company has created a floating charge after 15 September 2003 a prescribed part of the company's net property (i.e. the money that would otherwise be available to the charge holder) should be ring-fenced for distribution to unsecured creditors

No amount will be distributed to a proprietor of a floating charge and therefore no amount will be available to unsecured creditors under the prescribed part

### **Bank Account**

The company's liquidation accounts have been reconciled

### **Liquidator's Remuneration**

Pursuant to a resolution passed at a meeting of creditors held on 12<sup>th</sup> November 2012, I would advise that liquidator's remuneration has been fixed by reference to the time properly spent by the liquidator and his staff in attending to matters arising in the liquidation. My firm has spent 579 hours dealing with the administration incurring total chargeable costs of £10,386 which provides an average chargeable rate of £179.37 per hour. No fees have been drawn. A detailed breakdown of my time is attached at appendix B.

It is Parkin S Booth & Co's policy to only recharge 'category 1 disbursements' i.e. incidental expenses specifically identifiable to a case and these are detailed on the attached receipts and payments when charged.

A Creditors' Guide to Fees for appointments post- 1 November 2011 is available on request from these offices or can be found at

<http://www.parkinsbooth.co.uk/pdf/Liquidators-recent-cases.pdf>

Creditors and members have a right to request further information in respect of a liquidator's remuneration and expenses in accordance with Rule 4.49E of the Insolvency Rules 1986 and have the right to challenge the amounts drawn under Rule 4.131 of the Insolvency Rules 1986. Copies of these are available on request.

### **SUMMARY**

If you have any queries regarding this report please do not hesitate to contact Paul Fleming or David Jackson (e-mail [dj@parkinsbooth.co.uk](mailto:dj@parkinsbooth.co.uk)) at this office.

Dated this 10<sup>th</sup> day of December 2013



Paul J Fleming  
Liquidator

Insolvency Practitioner Licensed by the Insolvency Practitioners Association

**The Essential Support Team Limited T/as T E S T**  
**(In Liquidation)**  
**Liquidator's Abstract of Receipts & Payments**  
**To 11/11/2013**

S of A £		£	£
	<b>ASSET REALISATIONS</b>		
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			NIL
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Note

Paul J Fleming  
Liquidator

Parkin S Booth &amp; Co

TIME &amp; CHARGEOUT SUMMARIES

The Essential Support Team Ltd

11/11/2013

## HOURS

Classification Of Work Function	Partner	Manager	Other Senior Professional	Assistants & Support Staff	Total Hours	Time Cost £	Average Hourly Rate £
Administration & Planning	12 70	6 40	8 50	0 40	28 00	5 255 00	187 50
Investigations	3 50	3 40	0 00	0 00	6 90	1,487 00	215 51
Realisation of assets	0 90	1 30	0 00	0 00	2 20	459 00	208 64
Trading	6 30	4 10	5 20	5 20	20 80	3,185 00	153 13
Trading	0 00	0 00	0 00	0 00	0 00	0 00	0 00
Total Fees charged £	5,698 00	2 736 00	1,644 00	308 00		10,386 00	
Total Hours	23 40	15 20	13 70	5 60	57 90		
Average Rate	243 50	180 00	120 00	55 00			

Parkin S Booth & Co Charging Out Rates per hour from 2009

	From January 2009		From January 2009
<i>Partner</i>	£250	<i>Salaried Partner</i>	£210
<i>Senior Manager/Consultant</i>	£180	<i>Manager</i>	£150
<i>Case Manager</i>	£120	<i>Administrator</i>	£100
<i>Junior Administrator</i>	£75	<i>Support Staff</i>	£50

Where it has been agreed by general resolution of the secured creditors, a creditors' committee or creditors generally, that the office holder's remuneration will be calculated by reference to the time properly given by the office holder and his staff in attending to matters arising in the appointment, then such remuneration will be calculated in units of 6 minutes

**Standard Activity Examples of Work**

Administration and Planning	Case planning Administrative set-up Appointment notification Maintenance of records Statutory reporting
Investigations	SIP2 review CDDA reports Investigating antecedent transactions
Realisation of assets	Identifying, securing, insuring assets Retention of title Debt collection Property, business and asset sales
Trading	Management of operations Accounting for trading On-going employee issues
Creditors	Communication with creditors Creditors' claims (including employees' and other preferential creditors')