

LIQ03

Notice of progress report in voluntary winding up



Companies House

FRIDAY



A21

A8HTBPAZ

08/11/2019

#116

COMPANIES HOUSE

1 Company details

Company number 03859074

Company name in full Activestep Limited

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

2 Liquidator's name

Full forename(s) Simon Renshaw ACA MIPA

Surname MABRP

3 Liquidator's address

Building name/number Langley House

Street Park Road

Post town London

County/Region

Postcode N28EY

Country

4 Liquidator's name ①

Full forename(s)

Surname

① Other liquidator
Use this section to tell us about
another liquidator.

5 Liquidator's address ②

Building name/number

Street

Post town

County/Region

Postcode

Country

② Other liquidator
Use this section to tell us about
another liquidator

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6 Period of progress report

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

7 Progress report

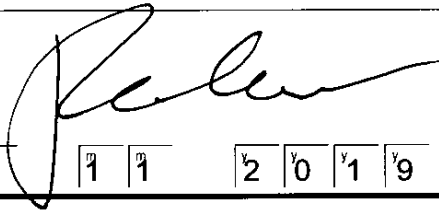
☒ The progress report is attached

8 Sign and date

Liquidator's signature

Signature

X



X

Signature date

| | | | | | | | |
|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| ^d 0 | ^d 6 | ^m 1 | ^m 1 | ^y 2 | ^y 0 | ^y 1 | ^y 9 |
|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|

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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.

Contact name **Simon Renshaw ACA MIPA MABR**Company name **AABRS Limited**Address
Langley House
Park RoadPost town
London

County/Region

Postcode
N 2 8 E Y

Country

DX
~~DX: 52062~~Telephone
020 8444 2000**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

Liquidator's Annual Progress Report to Creditors and Members

**Activestep Limited
- In Liquidation**

06 November 2019

ACTIVESTEP LIMITED - IN LIQUIDATION

CONTENTS

- 1** Introduction
- 2** Receipts and Payments
- 3** Work undertaken by the Liquidator
- 4** Unrealisable Assets
- 5** Outcome for Creditors
- 6** Liquidator's Remuneration & Expenses
- 7** Conclusion

APPENDICES

- A** Receipts and Payments Account from 10 September 2018 to 09 September 2019
- B** Additional Information in Relation to the Liquidator's Fees, Expenses & Disbursements

ACTIVESTEP LIMITED - IN LIQUIDATION**1 Introduction**

- 1.1 I, Simon Renshaw ACA MIPA MABRP of AABRS Limited, Langley House, Park Road, London, N2 8EY, was appointed as Liquidator of Activestep Limited (the **Company**) on 10 September 2018.
- 1.2 I am required to issue an annual progress report covering the period 10 September 2018 to 09 September 2019 (the **Period**).
- 1.3 The liquidation commenced on 10 September 2018 with no assets and anticipated liabilities of £276,635, which subject to the cost of liquidation expected a return to creditors of nil pence in the pound. The actual return to creditors was nil pence in the pound.
- 1.4 The trading address of the Company was Henry Wood House, 2 Riding House Street, London, SW11 5UP. The Company was established to act as a parent entity to Gabriele Skelton Limited. Gabriele Skelton Limited entered into Creditors Voluntary Liquidation on 07 September 2018.
- 1.5 The registered office of the Company was changed to Langley House, Park Road, East Finchley, London, N2 8EY and its registered number is 03859074.
- 1.6 Information about the way that we will use and store personal data on insolvency appointments can be found at <https://www.aabrs.com/privacy-policy>. If you are unable to download this, please contact us and a hard copy will be provided to you.

2 Receipts and Payments

- 2.1 At Appendix A, I have provided an account of my Receipts and Payments for the Period with a comparison to the director's statement of affairs values, which provides details of the remuneration charged and expenses incurred and paid by the Liquidator.

3 Work undertaken by the Liquidator

- 3.1 This section of the report provides creditors with an overview of the work undertaken in the liquidation since the date of my appointment, together with information on the overall outcome of the liquidation.

Administration (including statutory compliance & reporting)

- 3.2 As you may be aware, the Liquidator must comply with certain statutory obligations under the Insolvency Act 1986 and other related legislation. Details about the work I anticipated undertaking in this regard was outlined previously and I would confirm that in the Period, the only matters that have affected the costs to any particular extent are statutory requirements.
- 3.3 Where the costs of statutory compliance work or reporting to creditors exceeded the initial estimate, it will usually be because the duration of the case has taken longer than anticipated, possibly due to protracted asset realisations, which have in turn placed a further statutory reporting requirement on the Liquidator.

ACTIVESTEP LIMITED - IN LIQUIDATION

3.4 As noted in my initial fees information, this work has not necessarily brought any financial benefit to creditors but is work required on every case by statute. Below are details of the work I have undertaken during the Period: -

- (i) Notifying creditors of the Liquidator's appointment and other associated formalities including statutory advertising and filing relevant statutory notices at Companies House;
- (ii) Dealing with all post-appointment corporation tax compliance;
- (iii) Complying with statutory duties in respect of the Liquidator's specific penalty bond;
- (iv) Creation and update of case files on my firm's insolvency software;
- (v) Completion and filing of the notices of the Company's insolvency to HM Revenue and Customs;
- (vi) Initial assessment required by Statement of Insolvency Practice 2 and the Company Directors Disqualification Act 1986 (CDDA) including identification of potential asset realisations which may be pursued in the liquidation;
- (vii) Periodic case progression reviews;
- (viii) Circulating creditors with proposals for the basis of the Liquidator's remuneration as decisions to be made by the Company's creditors by electronic voting.

Realisation of Assets

3.5 No realisations were achieved during the term of the liquidation.

Creditors (claims and distributions)

3.6 Further information on the outcome for creditors in this case can be found at section 4 of this report. A liquidator is not only required to deal with correspondence and claims from unsecured creditors, but also those of any secured and preferential creditors of the Company. This may involve separate reporting to any secured creditor and dealing with distributions from asset realisations caught under their security, most typically a debenture as well as dealing with the general handling of communications with stakeholders, such as customers and suppliers.

3.7 Claims from preferential creditors typically involve employee claims and payments made on behalf of the Company by the Redundancy Payments Service following dismissal. I would confirm that in this case, no employee claims were anticipated and none were received.

3.8 The above work will not necessarily bring any financial benefit to creditors generally and the more creditors there are on an assignment, the higher the resultant cost will usually be; however, a liquidator is required by statute to undertake this work.

3.9 No claims were agreed as there were no realisations with which to declare a dividend.

ACTIVESTEP LIMITED - IN LIQUIDATION**Investigations**

- 3.10 Some of the work the Liquidator was required to undertake was to comply with legislation such as the Company Directors' Disqualification Act 1986 (CDDA 1986) and Statement of Insolvency Practice 2 – Investigations by Office Holders in Administration and Insolvent Liquidations and may not necessarily bring any financial benefit to creditors, unless those investigations revealed potential asset recoveries that could have been pursued for the benefit of creditors.
- 3.11 My report on the conduct of the director of the Company to the Department for Business, Energy & Industrial Strategy under the CDDA 1986 was submitted in accordance with statutory timescales and is confidential.
- 3.12 Since my appointment, I would advise that no further asset realisations have come to light that may be pursued by me for the benefit of creditors.

4 Unrealisable Assets**4.1 Shares in Group Undertakings**

- (i) The Company's financial statements for the year ended 30 June 2017 disclose shares in group undertakings of £330,100. This relates to the investment in Gabriele Skelton Limited, a subsidiary company connected by the directorship of Ms Karina Beasley.
- (ii) Alan Simon of AABRRS Limited was appointed liquidator of Gabriele Skelton Limited on 07 September 2018. I have been informed that there will be no dividend payments made to shareholders in the liquidation.

- 4.2 There are no known additional unrealisable assets or assets yet to be realised.

5 Outcome for Creditors**Secured Creditors**

- 5.1 There is no secured creditor registered at Companies House.

Qualifying Floating Charge Holder

- 5.2 The Company did not grant a floating charge to any secured creditor. Accordingly, there was no requirement to create a fund out of a company's net floating charge property for unsecured creditors (known as the Prescribed Part).

Preferential Creditors

- 5.3 There were no preferential claims anticipated and none were received.

Unsecured Creditors

- 5.4 I received claims totalling £276,635 from 2 creditors.
- 5.5 No claims have been agreed and would only have been adjudicated should a dividend have become payable.

ACTIVESTEP LIMITED - IN LIQUIDATION

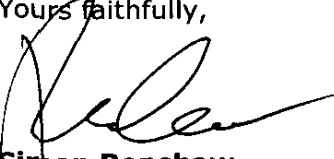
6 Liquidator's Remuneration & Expenses

- 6.1 The basis of the Liquidator's remuneration is on the basis of a fixed fee of £12,000 plus VAT to be drawn as and when funds permit.
- 6.2 Creditors also agreed that the Liquidator's category 2 disbursements be drawn in accordance with AABRS Limited's published tariff.
- 6.3 No remuneration has been drawn during the Period.
- 6.4 Attached as Appendix B is additional information in relation to the Liquidator's fees and the expenses and disbursements incurred in the liquidation.
- 6.5 A copy of 'A Creditors' Guide to Liquidators' Fees' is available on request or can be downloaded from www.aabrs.com/resources/creditors-guides

7 Conclusion

- 7.1 The final account has been made available to members and creditors. The final account will conclude my administration of this case. The Notice accompanying the account explains creditors rights on receipt of this information and also when I will vacate office and obtain my release as Liquidator.

Yours faithfully,



Simon Renshaw
Liquidator

Enc

Appendix A

Activestep Limited (In Liquidation) Liquidator's Summary of Receipts & Payments

| Statement of Affairs £ | | From 10/09/2018 To 09/09/2019 £ | From 10/09/2018 To 09/09/2019 £ |
|------------------------------|------------------------------|---------------------------------------|---------------------------------------|
| | ASSET REALISATIONS | | |
| NIL | Shares in Group Undertakings | NIL | NIL |
| | | NIL | NIL |
| | UNSECURED CREDITORS | | |
| (276,335.00) | Intercompany Creditors | NIL | NIL |
| (300.00) | Trade & Expense Creditors | NIL | NIL |
| | | NIL | NIL |
| | DISTRIBUTIONS | | |
| (10.00) | Ordinary Shares | NIL | NIL |
| | | NIL | NIL |
| (276,645.00) | | NIL | NIL |
| | REPRESENTED BY | | |
| | | | NIL |

Note:

The Company is VAT registered.

ACTIVESTEP LIMITED - IN LIQUIDATION**Appendix B****Additional Information in Relation to the Liquidator's Fees, Expenses & Disbursements****1 Staff Allocation and the Use of Sub-Contractors**

- 1.1 The general approach to resourcing our assignments is to allocate staff with the skills and experience to meet the specific requirements of the case.
- 1.2 The constitution of the case team will usually consist of a Partner, a Manager, and an Administrator or Assistant. The exact constitution of the case team will depend on the anticipated size and complexity of the assignment and the experience requirements of the assignment.
- 1.3 We did not utilise the services of any sub-contractors in this case.

2 Professional Advisors

- 2.1 On this assignment, we did not use the services of a professional advisor.

3 Liquidator's Expenses & Disbursements

- 3.1 The estimate of expenses (including disbursements) which were anticipated at the outset of the Liquidation was provided to creditors when the basis of my fees were approved, a copy of which is set out below:

| Category 1 disbursements | Estimated cost £ |
|--|-----------------------------|
| Statutory advertising i) advertisement of a winding up resolution and ii) advertisement of Liquidator's appointment – each advert attracts a charge of £71.15 plus VAT | 142.30 |
| Specific penalty bond | 30.00 |
| Category 2 disbursements | |
| Storage (per box, per year) - £50 – provision for 1 box held for 1 year | 50.00 |

All costs are subject to VAT, where applicable.

Summary of Liquidator's expenses

- 3.2 A summary of the expenses paid by the Liquidator during the Period can be found in the Receipts and Payments account at Appendix A.
- 3.3 Below are details of any remaining expenses or disbursements:

ACTIVESTEP LIMITED - IN LIQUIDATION

| Category 1 disbursements | Paid in the Period £ | Incurred but not paid to date £ | Total anticipated cost £ |
|---------------------------------|-----------------------------|--|---------------------------------|
| Statutory advertising | 0.00 | 142.30 | 142.30 |
| Specific penalty bond | 0.00 | 30.00 | 30.00 |

All costs are subject to VAT, where applicable.

- 3.5 The disbursements incurred but not paid from the liquidation estate have been borne by the Liquidator's office.
- 3.6 Category 1 disbursements do not require approval by creditors. The type of disbursements that may be charged as a Category 1 disbursement to a case generally comprise of external supplies of incidental services specifically identifiable to the case, such as postage, case advertising, invoiced travel and external printing, room hire and document storage. Also chargeable will be any properly reimbursed expenses incurred by personnel in connection with the case.
- 3.7 Category 2 disbursements do require approval from creditors. These are costs which are directly referable to the appointment in question but are not payments which are made to an independent third party and may include shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis such as internal room hire, document storage or business mileage. Details of Category 2 disbursements charged by this firm (where appropriate) were provided at the time the Liquidator's fees were approved by creditors.