

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 4 2 5 4 1 8 1	→ Filling in this form Please complete in typescript or in bold black capitals.
Company name in full	C. Carpenter Consulting Limited	
2	Liquidator's name	
Full forename(s)	Timothy	
Surname	Heaselgrave	
3	Liquidator's address	
Building name/number	Darwin House	
Street		
Post town	7 Kidderminster Road	
County/Region	Bromsgrove	
Postcode	B 6 1 7 J J	
Country		
4	Liquidator's name ①	
Full forename(s)		① Other liquidator Use this section to tell us about another liquidator.
Surname		
5	Liquidator's address ②	
Building name/number		② Other liquidator Use this section to tell us about another liquidator.
Street		
Post town		
County/Region		
Postcode		
Country		

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6 Period of progress report

From date	^d 2	^d 2	^m 0	^m 5	^y 2	^y 0	^y 2	^y 0
To date	^d 2	^d 1	^m 0	^m 5	^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

T. J. J.

X

Signature date

^d 2	^d 7	^m 0	^m 5	^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 Timothy Heaselgrave

Company name The Timothy James Partnership Ltd

Address Darwin House
7 Kidderminster Road

Post town Bromsgrove

County/Region

Postcode B 6 1 7 J J

Country

DX

Telephone 01527 314050



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

**C. Carpenter Consulting Limited
(In Members' Voluntary Liquidation)**

Annual Progress Report to 21 May 2021

Timothy James Heaselgrave

**The Timothy James Partnership Limited
Darwin House,
7 Kidderminster Road,
Bromsgrove,
B61 7JJ**

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1. EXECUTIVE SUMMARY

This Progress Report summarises the progress of the liquidation for the period from 22 May 2020 to 21 May 2021 ("the Review Period").

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

Realisations

Asset	Estimated to realise per Declaration of Solvency (£)	Realisations to date (£)	Estimated future realisations (£)	Estimated total realisations (£)
VAT Refund	£230.55	Nil	£230.55	£230.55
Cash at Bank	£71,476.36	£71,476.36	Nil	£71,476.36
Terminal Loss Claim	-	Nil	£5,993.18	£5,993.18

Expenses

Expense	Expense incurred to date (£)	Estimated further expense to closure (£)	Estimated total expense (£)	Received / Paid (£)
Declaration of Solvency Fee	£2,500.00	Nil	£2,500.00	Nil
Liquidators' Fees	£6,170.00	£1,750.00	£7,920.00	Nil
Specific Bond	£290.00	Nil	£290.00	£290.00
Statutory Advertising	£237.00	Nil	£237.00	£237.00
Storage	Nil	£34.38	£34.38	Nil

Distributions

Class	Distribution paid to date	Estimated total distribution, based upon the above
Preferential creditors	n/a	n/a
Unsecured creditors	n/a	n/a
Ordinary shareholders	£13,000.00 per share	TBC

2. INTRODUCTION

The purpose of this report is to detail the acts and dealing as Liquidator of C. Carpenter Consulting Limited (In Liquidation) ("the Company") for the year ended 21 May 2021 and it should be read in conjunction with my previous correspondence to members.

Attached at Appendix 1 is a summary of statutory information regarding the Company and the Liquidation.

3. ADMINISTRATION AND PLANNING (INCLUDING STATUTORY REPORTING)

As Liquidator, I am required to meet a considerable number of statutory and regulatory obligations. Whilst many of these tasks do not have a direct benefit, they assist in the efficient and compliant progressing of the liquidation, which ensures that I and my staff carry out our work to high professional standards. The narrative detail in respect of these tasks may be found in Appendix 4.

4. ASSET REALISATIONS

The Receipts and Payment Account for the period ending 21 May 2021, is attached at Appendix 2.

Detailed below is key information about asset realisation, however more detailed narrative about the work undertaken may be found at Appendix 4.

According to the Declaration of Solvency lodged in these proceedings, the assets of the Company had an estimated value of £71,706.91 which comprised of a VAT refund £230.55 and cash at bank £71,476.36.

VAT Refund

The sum of £230.55 is being pursued from HMRC in relation to a VAT refund due for the final period to the date of liquidation. Submission, agreement and payment of the sum due to the Company has been delayed as a result of HM Revenue & Customs launching a new digital IT platform to deal with VAT returns which fails to cater for companies in liquidation. HM Revenue & Customs issued the Liquidator with a paper return in March 2021 which has been completed and submitted and an update is presently awaited as to when payment can be expected.

Cash at Bank

The Company's bank account was closed and the closing balance of £71,476.36 was transferred to the Liquidation account.

Terminal Loss Relief

When filing the company's final pre-liquidation company tax return, a claim was lodged with Corporation Tax Services ("CTS") at HM Revenue & Customs for terminal loss relief. CTS has confirmed there are no outstanding pre-liquidation corporation tax returns and has agreed the claim due to the Company in the sum of £5,993.18. However, it is unable to process and pay the sum due until such time as HM Revenue & Customs can give overall tax and VAT clearance. Unfortunately, this continues to be delayed due to the implementation of its new IT system. The Liquidator is presently pressing HM Revenue & Customs to confirm clearance and authorise the release of the sum due. No timescale can at this time be put on when this may be resolved.

5. CREDITORS

The key tasks carried out in this category are detailed at Appendix 4.

Secured Creditor

There are no secured creditors.

Preferential Creditors

There are no preferential creditors.

Unsecured Creditors

A notice to creditors requiring them to submit claims was published in the Gazette.

In addition, numerous letters have been sent, and subsequent telephone calls made, to HM Revenue & Customs seeking confirmation of their claims and that no tax liabilities remain. As outlined earlier in this report, this is an ongoing matter and overall tax clearance is still awaited albeit there are believed to be no outstanding sums due to HM Revenue & Customs.

There are no known unsecured creditors.

6. DISTRIBUTIONS TO SHAREHOLDERS

The following distributions were made to the shareholders:

Date of distribution	£ per share distributed	Total amount distributed (cash)	Total amount distributed (in specie)
6 August 2020	£13,000.00	£65,000.00	n/a

A further final distribution to shareholders is expected to be paid once HM Revenue & Customs has given tax clearance and released the expected VAT refund and terminal loss relief claim referred to above. The Liquidator is unable to indicate when this might take place as it will be dictated by when HM Revenue & Customs issues tax clearance.

7. ETHICS

Please also be advised that Liquidator is bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment.

General Ethical Considerations

Prior to the Liquidator's appointment, a review of ethical issues was undertaken and no ethical threats were identified. A further review has been carried out and no threats have been identified in respect of the management of the insolvency appointment over the

Review Period.

Specialist Advice and Services

When instructing third parties to provide specialist advice and services or having the specialist services provided by the firm, the Liquidator is obligated to ensure that such advice or work is warranted and that the advice or work contracted reflects the best value and service for the work undertaken. The firm reviews annually the specialists available to provide services within each specialist area and the cost of those services to ensure best value. The specialists chosen usually have knowledge specific to the insolvency industry and, where relevant, to matters specific to this insolvency appointment. There were no specialists engaged by the Liquidator in this matter.

8. COSTS AND EXPENSES

The payments shown on the Receipts and Payments Account at Appendix 2 are in the main self-explanatory.

Pre-Appointment Costs

Fixed Fee agreed with the Directors and ratified by Members

The members authorised the fee of £2,500.00 plus VAT for assisting the directors in placing the Company into Liquidation and with preparing the Declaration of Solvency on 22 May 2020.

The fee for the Declaration of Solvency and for assisting with the winding-up resolution has not as yet been paid.

Liquidators' Remuneration

The Liquidators' time costs for the period from 22 May 2020 to 21 May 2021 totals £6,170.00 representing 24.90 hours at an average hourly rate of £247.79. The time costs are detailed at Appendix 3.

The work undertaken in respect of these fees is detailed at Appendix 4 as well as within the body of the report.

No resolution has been sought as regards the Liquidator's fees and the outstanding time costs will be written off at the conclusion of the liquidation.

OTHER EXPENSES

The Receipts and Payments Account attached details other expenses discharged from the estate.

Members authorised payment of Category 2 expenses by means of the resolution passed on 22 May 2020 and on the bases set out in Appendix 3. No Category 2 expenses have been charged for the period 22 May 2020 to 21 May 2021.

9. FURTHER INFORMATION

Members of the Company with at least 5% of the total voting rights of all the members having the right to vote at general meetings of the Company, or any member with the permission of the court, may request further details of the Liquidators' remuneration and expenses, within 21 days of receipt of this report.

Members of the Company with at least 10% of the total voting rights of all the members having the right to vote at general meetings of the Company, or any member with the permission of the court, may 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 on the grounds that they are excessive or inappropriate, within 8 weeks of receipt of this report.

10. CONCLUSION

The administration of the liquidation will continue in order to finalise the following outstanding matters:

- Receiving overall tax clearance from HM Revenue & Customs;
- Receipt of £230.55 due to the Company for the final pre-liquidation VAT return;
- Receipt of the Company's terminal loss relief claim in the sum of £5,993.18;
- Finalising post liquidation VAT matters including deregistration and recovery of VAT incurred upon the costs and expenses of liquidation;
- Payment of a final distribution to shareholders;
- Issuing a draft final account to shareholders; and
- Filing the final account with shareholders and the Registrar of Companies.



T J Heaselgrave
Liquidator

27 May 2021

STATUTORY INFORMATION

C. Carpenter Consulting Limited (In Liquidation)

Registered office:	Darwin House, 7 Kidderminster Road, Bromsgrove, Worcestershire, B61 7JJ
Former registered office:	8 Blackstitch Lane, Webheath, Redditch, B97 5TQ
Registered number:	04254181
Other trading names:	As above
Name of liquidator:	Timothy James Heaselgrave
Address of liquidator:	The Timothy James Partnership Limited, Darwin House, 7 Kidderminster Road, Bromsgrove, B61 7JJ
IP Number:	9193
Date of appointment of liquidator:	22 May 2020
Appointed by:	The members
Contact name:	Timothy James Heaselgrave
Email address:	tim@timothyjamespartnership.co.uk
Telephone number:	01527 314050

The Company's principal activity was IT consultancy.

Appendix 2

C. Carpenter Consulting Limited – in Members' Voluntary Liquidation

Receipts and Payments account for the period 22 May 2020 to 21 May 2021

Dec of Sol £		£	£
	ASSET REALISATIONS		
230.55	VAT Refund	NIL	
71,476.36	Cash at Bank	<u>71,476.36</u>	71,476.36
	COST OF REALISATIONS		
	Specific Bond	290.00	
	Statutory Advertising	<u>237.00</u>	(527.00)
	DISTRIBUTIONS		
	Ordinary Shareholders	<u>65,000.00</u>	(65,000.00)
<u>71,706.91</u>			<u>5,949.36</u>
	REPRESENTED BY		
	Vat Receivable		47.40
	Bank 1 Current		<u>5,901.96</u>
			<u>5,949.36</u>



Timothy Heaselgrave
Liquidator

Appendix 3

C. Carpenter Consulting Limited – in Members' Voluntary Liquidation

Summary of time costs for the period 22 May 2020 to 21 May 2021

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
700 : Formalities	1.00	6.10	0.00	1.50	8.60	2,095.00	243.60
702 : Case Reviews	0.00	0.40	0.00	0.00	0.40	100.00	250.00
801 : Shareholders - Communication	0.00	3.10	0.00	0.00	3.10	775.00	250.00
Admin & Planning	1.00	9.60	0.00	1.50	12.10	2,970.00	245.45
600 : Case Specific	0.00	0.20	0.00	0.00	0.20	50.00	250.00
Case Specific Matters	0.00	0.20	0.00	0.00	0.20	50.00	250.00
501 : Unsecured Creditors	0.00	9.00	0.00	0.00	9.00	2,250.00	250.00
502 : Employee Matters	0.00	0.30	0.00	0.00	0.30	75.00	250.00
800 : Shareholders - Distribution	0.00	2.90	0.00	0.00	2.90	725.00	250.00
Creditors	0.00	12.20	0.00	0.00	12.20	3,050.00	250.00
306 : Other Assets	0.00	0.40	0.00	0.00	0.40	100.00	250.00
Realisation of Assets	0.00	0.40	0.00	0.00	0.40	100.00	250.00
Total Hours	1.00	22.40	0.00	1.50	24.90	6,170.00	247.79
Total Fees Claimed						0.00	

Narrative detail of work undertaken for C. Carpenter Consulting Limited

(in Members' Voluntary Liquidation)

General Description	Includes
Administration and Planning	
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 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
Member reports	Preparing and issuing annual progress report and general reports to members Responding to members' queries
Realisation of Assets	
Cash at Bank	Liaising with the bank to transfer funds and close account
Other assets: VAT/corporation tax refunds	Exchanges with government departments
Creditors	
Creditor Communication	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via facsimile, email and post Finalising pre appointment tax position Obtaining tax clearance
Dealing with proofs of debt ("POD")	Receipting and filing POD when not related to a dividend
Distributions to Members	
Dividend procedures	Preparation of distribution calculation Preparation of cheques/BACS to pay dividend Preparation of correspondence to members enclosing payment of dividend

Category 1 & 2 Disbursements

Expenses	Total expenses incurred to date £
Category 1 Expenses	
Bonding	£290.00
Statutory advertising	£237.00
Category 2 Expenses	
Stationery / fax / postage / telephone	Nil
Internal storage of Insolvency Practitioner's working papers	Nil
Files and indices	Nil
SQL Licence	Nil
Photocopying (other than to creditors)	Nil
Internal meeting room	Nil
Mileage (own car usage)	Nil

Current Charge-out Rates for the firm**Time charging policy**

Support staff include cashier, secretarial and administration support.
The minimum unit of time recorded is 6 minutes.

Staff	Charge out rates £
Insolvency Practitioner/Partners	200-350
Manager	200-250
Administrator	120-180
Secretarial/Administration support staff	80-100