



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

04513320

Name of Company

ABC Window Cleaning Limited

I / We

Richard A B Saville, 6 Castlebridge Office Village, Castle Marina Road, Nottingham, NG7 1TN

Peter A Blair, 6 Castlebridge Office Village, Castle Marina Road, Nottingham, NG7 1TN

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 22/12/2012 to 04/06/2014

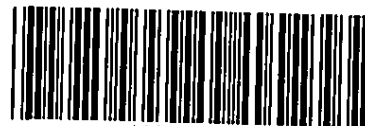
Signed

Date 25-6-2014

Begbies Traynor (Central) LLP
6 Castlebridge Office Village
Castle Marina Road
Nottingham
NG7 1TN

Ref AB053CVL/RABS/PAB/JEH/JLE/MT

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COMPANIES HOUSE

ABC Window Cleaning Limited (In Creditors' Voluntary Liquidation)

Progress report pursuant to Section 104A of the
Insolvency Act 1986 and Rule 4.49C of the
Insolvency Rules 1986

Period: 4 June 2013 to 3 June 2014

Important Notice

This progress report has been produced solely to comply with our statutory duty to report to creditors and members of the Company on the progress of the liquidation. 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 and members for any purpose other than this report to them, or by any other person for any purpose whatsoever.

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1. INTERPRETATION

<u>Expression</u>	<u>Meaning</u>
"the Company"	ABC Window Cleaning Limited (In Creditors' Voluntary Liquidation)
"the liquidation"	The appointment of liquidators pursuant to Section 98 of the Act on 22 December 2011
"the liquidators", "we", "our" and "us"	Richard A B Saville of Begbies Traynor (Central) LLP, 6 Castlebridge Office Village, Castle Manna Road, Nottingham, NG7 1TN and Beverley M Garlick of Begbies Traynor (Central) LLP, 6 Castlebridge Office Village, Castle Manna Road, Nottingham, NG7 1TN (replaced, after leaving the firm, by a Court Order dated 3 June 2013) and Peter A Blair of Begbies Traynor (Central) LLP, 6 Castlebridge Office Village, Castle Manna Road, Nottingham, NG7 1TN (appointed in place of Beverley M Garlick by the above Court Order)
"the Act"	The Insolvency Act 1986 (as amended)
"the Rules"	The Insolvency Rules 1986 (as amended)
"secured creditor" and "unsecured creditor"	Secured creditor, in relation to a company, means a creditor of the company who holds in respect of his debt a security over property of the company, and "unsecured creditor" is to be read accordingly (Section 248(1)(a) of the Act)
"security"	(i) In relation to England and Wales, any mortgage, charge, lien or other security (Section 248(1)(b)(i) of the Act), and (ii) In relation to Scotland, any security (whether heritable or moveable), any floating charge and any right of lien or preference and any right of retention (other than a right of compensation or set off) (Section 248(1)(b)(ii) of the Act)
"preferential creditor"	Any creditor of the Company whose claim is preferential within Sections 386, 387 and Schedule 6 to the Act

2. COMPANY INFORMATION

Trading name(s)	ABC Window Cleaning Limited
Company registered number	04513320
Company registered office	6 Castlebridge Office Village, Castle Marina Road, Nottingham, NG7 1TN
Former trading address	The Cottage, Low Barlings, Langworth, LN3 5DG

3. DETAILS OF APPOINTMENT OF LIQUIDATORS

Date winding up commenced	22 December 2011
Date of liquidators' appointment	Richard A B Saville – 22 December 2011 Beverley M Garlick – 22 December 2011 Peter A Blair – 3 June 2013
Changes in liquidator (if any)	On 3 June 2013, a Court Order was granted to remove Beverley M Garlick as Joint Liquidator of the Company, as she is no longer an employee of Begbies Traynor LLP and replaced her with Peter A Blair a partner in the Nottingham Office

4. PROGRESS DURING THE PERIOD

All Members and Creditors were advised, by our letter dated 26 June 2013, that pursuant to Rule 4 49C of the Insolvency Act 1986, the cessation to act by a liquidator changed the reporting requirements from 23 December 2012 to 3 June 2013 in this case

Attached at Appendix 1, therefore, is our abstract of receipts and payments for the period from 4 June 2013 to 3 June 2014. We also enclose a receipts and payments account for the period 23 December 2012 to 3 June 2013, which shows there were no receipts or payments in the period

RECEIPTS

There have been no receipts into the liquidation account since the date of our last progress report covering the period detailed above

PAYMENTS

There has been only one payment made in the period, for bank charges in the sum of 0 40 pence, levied against the liquidation account held with Handelsbanken

5. ESTIMATED OUTCOME FOR CREDITORS

The sums owed to creditors at the date of appointment (as detailed in the director's statement of affairs) are as follows

Secured creditors

There are no known secured creditors in this case

Preferential creditors

The preferential claims of the employees for arrears of wages and holiday pay were estimated at £2,467. Any dividend to the preferential creditors in this case will be dependent upon the repayment of the director's loan account.

Prescribed Part for unsecured creditors pursuant to Section 176A of the Act

Details of how the prescribed part for unsecured creditors is calculated were provided in our progress report for the period 22 December 2011 to 21 December 2012.

To the best of our knowledge and belief, there are no unsatisfied floating charges created or registered on or after 15 September 2003 and, consequently, there is no net property as defined in Section 176A(6) of the Act and, therefore, no prescribed part of net property is available for distribution to the unsecured creditors.

Unsecured creditors

Based upon realisations to date and estimated future realisations it is anticipated there will be insufficient funds available to enable a dividend to be paid to the unsecured creditors.

Notice that no dividend will be declared

We confirm, pursuant to Rule 11.7 of the Rules that no dividend will be declared in respect of unsecured claims as the balance of funds realised have already been distributed or used or allocated for defraying the expenses of the liquidation. Any future distribution to creditors will be entirely dependent upon the repayment of the outstanding director's loan account.

6. REMUNERATION & DISBURSEMENTS

Our remuneration has been fixed by a resolution of creditors at the meeting held pursuant to Section 98 of the Act by reference to the time properly given by us (as liquidators) and the various grades of our staff calculated at the prevailing hourly charge out rates of Begbies Traynor (Central) LLP in attending to matters arising in the liquidation and we are authorised to draw disbursements, including disbursements for services provided by our firm (defined as category 2 disbursements in Statement of Insolvency Practice 9) in accordance with our firm's policy, details of which accompanied the Statement of Affairs and other information presented to the meeting of creditors convened pursuant to Section 98 of the Act and which is attached at Appendix 2 of this report.

As you may recall from our letter sent to all creditors last year, when there was a change in office holder, our reporting requirement to creditors meant that our next report to creditors would be from 3 June 2013. Accordingly, this meant that there is a period from 22 December 2012 to 3 June 2014 that is not covered by this report. However, in order to give creditors a full representation of our time spent on the administration of this case, we are including a SIP9 which covers this period for your information. Accordingly, this SIP9 shows that we incurred times costs of £2,166.50 which represents 11.9 hours at an average rate of £182.06 per hour.

Our time costs for the period from 4 June 2013 to 3 June 2014 amount to £1,977 00 which represents 9.2 hours at an average rate of £214.89 per hour

The following further information in relation to our time costs and disbursements is set out at Appendix 2

- ☐ Table of time spent and charge-out value for the period 22 December 2012 to 3 June 2014
- ☐ Table of time spent and charge-out value for the period 4 June 2013 to 3 June 2014
- ☐ Begbies Traynor (Central) LLP's policy for re-charging disbursements
- ☐ Begbies Traynor (Central) LLP's charge-out rates

To 3 June 2014, we have been unable to draw any remuneration on account, against total time costs of £13,334.00 incurred since the date of our appointment. In addition to the time costs information disclosed at Appendix 2 for the period of this report, our previous progress report contained details of the time costs we had incurred as at the date of that report.

To 3 June 2014, we have also drawn disbursements in the sum of £82.00

Details of the Category 2 disbursements that have been taken in accordance with the approval obtained are provided in the narrative summary of time costs incurred which is at Appendix 2

A copy of 'A Creditors' Guide to Liquidators Fees (E&W) 2011' which provides guidance on creditors' rights on how to approve and monitor a Liquidator's remuneration and on how the remuneration is set can be obtained online at www.begbies-traynor.com/creditorsguides. Alternatively, if you require a hard copy of the Guide, please contact our office and we will arrange to send you a copy.

7. LIQUIDATORS' EXPENSES

A statement of the expenses incurred during the period of this progress report is attached at Appendix 3

8 ASSETS THAT REMAIN TO BE REALISED

Creditors will be aware from our previous report that we have been in discussions with the Company's former director Mr A Bishop, regarding his loan account, in the sum of £32,825, which still remains unpaid. We have appointed Actons Solicitors to negotiate a settlement figure with Mr Bishop, as we are aware that since suffering a heart attack in 2011, he has been under enormous financial and personal pressure. Mr Bishop has proposed making a lump sum payment of £14,000, followed by eight monthly instalments of £750.00, repaying the total sum of £20,000. As liquidators, we have agreed to this compromise and currently anticipate closing our administration by December 2015.

9. OTHER RELEVANT INFORMATION

Investigations and reporting on directors conduct

You may be aware that a liquidator has a duty to enquire into the affairs of an insolvent company to determine its property and liabilities and to identify any actions which could lead to the recovery of funds. In addition, as explained in the report circulated at the meeting of creditors convened pursuant to Section 98 of the Act, such report having also been sent to creditors following the meeting, a liquidator is also required to consider the conduct of the Company's directors and to make an appropriate submission to the Department for Business Innovation and Skills. We can confirm that we have discharged our duties in these respects.

Investigations carried out to date

We have undertaken an initial assessment of the manner in which the business was conducted prior to the liquidation of the Company and potential recoveries for the estate in this respect. No matters were highlighted requiring further investigation.

Connected party transactions

In accordance with Statement of Insolvency Practice 13, we confirm that the following assets were sold to a director of the Company:

Date of sale	Asset sold and nature of transaction	Consideration paid and date	Name of Purchaser	Relationship with the Company
22/12/2012	Van, Equipment and Book Debts	£6,300	Mr A Bishop	Director

10. CREDITORS' RIGHTS

Right to request further information

Pursuant to Rule 4.49E of the Rules, within 21 days of the receipt of this report a secured creditor, or an unsecured creditor with the concurrence of at least 5% in value of the unsecured creditors, including that creditor, (or an unsecured creditor with less than 5% in value of the unsecured creditors, but with the permission of the court) may request in writing that we provide further information about our remuneration or expenses which have been detailed in this progress report.

Right to make an application to court

Pursuant to Rule 4.131 of the Rules, any secured creditor or any unsecured creditor with the concurrence of at least 10% in value of the unsecured creditors including that creditor, (or any unsecured creditors with less than 10% in value of the unsecured creditors, but with the permission of the court) may, within 8 weeks of receipt of this progress report, make an application to court on the grounds that the remuneration charged or the expenses incurred as set out in this progress report are excessive or, the basis fixed for our remuneration is inappropriate.

11. CONCLUSION

We will report again in approximately twelve months time or at the conclusion of the liquidation, whichever is the sooner.

Richard A B Saville
Joint Liquidator

Dated 25 June 2014

ABC Window Cleaning Limited
(In Liquidation)
Joint Liquidators' Abstract of Receipts & Payments

Statement of Affairs		From 22/12/2012 To 03/06/2013	From 22/12/2011 To 03/06/2013
ASSET REALISATIONS			
		NIL	NIL
350 00	Plant & Equipment	NIL	650 00
1,600 00	Motor Vehicles	NIL	1,600 00
32,825 00	Directors Loan	NIL	NIL
3,000 00	Book Debts	NIL	3,000 00
697 00	Cash at Bank	NIL	446 50
		<u>NIL</u>	<u>5,696 50</u>
COST OF REALISATIONS			
	Statement of Affairs Fee	NIL	5,200 00
	Office Holders Fees	NIL	NIL
	Office Holders Expenses	NIL	82 00
	Storage Costs	NIL	27 50
	Statutory Advertising	NIL	306 00
		<u>NIL</u>	<u>(5,615 50)</u>
PREFERENTIAL CREDITORS			
(2,467 00)	RPO re Arrears/Holiday Pay	<u>NIL</u>	<u>NIL</u>
		NIL	NIL
UNSECURED CREDITORS			
(2,529 00)	Trade Creditors	NIL	NIL
(18,404 00)	RPO	NIL	NIL
(13,245 00)	HMRC (PAYE and NIC)	NIL	NIL
(13,573 00)	HMRC (Corp tax)	NIL	NIL
(17,969 00)	HMRC (VAT)	<u>NIL</u>	<u>NIL</u>
		NIL	NIL
<u>(29,715.00)</u>		<u><u>NIL</u></u>	<u><u>81.00</u></u>
REPRESENTED BY			
	Bank 1 Current		81 00
			<u>81 00</u>

Richard A B Saville
Joint Liquidator

ABC Window Cleaning Limited
(In Liquidation)
Joint Liquidators' Abstract of Receipts & Payments

Statement of Affairs		From 04/06/2013 To 03/06/2014	From 22/12/2011 To 03/06/2014
ASSET REALISATIONS			
		NIL	NIL
350 00	Plant & Equipment	NIL	650 00
1,600 00	Motor Vehicles	NIL	1,600 00
32,825 00	Directors Loan	NIL	NIL
3,000 00	Book Debts	NIL	3,000 00
697 00	Cash at Bank	NIL	446 50
		<u>NIL</u>	<u>5,696 50</u>
COST OF REALISATIONS			
	Statement of Affairs Fee	NIL	5,200 00
	Office Holders Fees	NIL	NIL
	Office Holders Expenses	NIL	82 00
	Storage Costs	NIL	27 50
	Statutory Advertising	NIL	306 00
	Bank Charges	0 40	0 40
		<u>(0 40)</u>	<u>(5,615 90)</u>
PREFERENTIAL CREDITORS			
(2,467 00)	RPO re Arrears/Holiday Pay	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
UNSECURED CREDITORS			
(2,529 00)	Trade Creditors	NIL	NIL
(18,404 00)	RPO	NIL	NIL
(13,245 00)	HMRC (PAYE and NIC)	NIL	NIL
(13,573 00)	HMRC (Corp tax)	NIL	NIL
(17,969 00)	HMRC (VAT)	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
(29,715 00)		<u>(0.40)</u>	<u>80.60</u>
REPRESENTED BY			
	Bank 1 Current		80 60
			<u>80.60</u>

Richard A B Saville
Joint Liquidator

TIME COSTS AND DISBURSEMENTS

- a Begbies Traynor (Central) LLP's policy for re-charging expenses/disbursements,
- b Begbies Traynor (Central) LLP's charge-out rates,
- c Table of time spent and charge-out value for the period from 22 December 2012 to 3 June 2013 , and
- d Cumulative table of time spent and charge-out value for the period from 4 June 2013 to 3 June 2014

BEGBIES TRAYNOR CHARGING POLICY

INTRODUCTION

This note applies where a licensed insolvency practitioner in the firm is acting as an office holder of an insolvent estate and seeks creditor approval to draw remuneration on the basis of the time properly spent in dealing with the case. It also applies where further information is to be provided to creditors regarding the office holder's fees following the passing of a resolution for the office holder to be remunerated on a time cost basis. Best practice guidance¹ requires that such information should be disclosed to those who are responsible for approving remuneration.

In addition, this note applies where creditor approval is sought to make a separate charge by way of expenses or disbursements to recover the cost of facilities provided by the firm. Best practice guidance² requires that such charges should be disclosed to those who are responsible for approving the office holder's remuneration, together with an explanation of how those charges are calculated.

OFFICE HOLDER'S FEES IN RESPECT OF THE ADMINISTRATION OF INSOLVENT ESTATES

The office holder has overall responsibility for the administration of the estate. He/she will delegate tasks to members of staff. Such delegation assists the office holder as it allows him/her to deal with the more complex aspects of the case and ensures that work is being carried out at the appropriate level. There are various levels of staff that are employed by the office holder and these appear below.

The firm operates a time recording system which allows staff working on the case along with the office holder to allocate their time to the case. The time is recorded at the individual's hourly rate in force at that time which is detailed below.

EXPENSES INCURRED BY OFFICE HOLDERS IN RESPECT OF THE ADMINISTRATION OF INSOLVENT ESTATES

Best practice guidance classifies expenses into two broad categories:

- ❑ *Category 1 disbursements (approval not required)* - specific expenditure that is directly related to the case usually referable to an independent external supplier's invoice. All such items are charged to the case as they are incurred.
- ❑ *Category 2 disbursements (approval required)* - items of incidental expenditure directly incurred on the case which include an element of shared or allocated cost and which are based on a reasonable method of calculation.

(A) The following items of expenditure are charged to the case (subject to approval):

- Internal meeting room usage for the purpose of statutory meetings of creditors is charged at the rate of £100 per meeting,
- Car mileage is charged at the rate of 40 pence per mile,
- Storage of books and records (when not chargeable as a *Category 1 disbursement*) is charged on the basis that the number of standard archive boxes held in storage for a particular case bears to the total of all archive boxes for all cases in respect of the period for which the storage charge relates,

¹ Statement of Insolvency Practice 9 (SIP 9) – Remuneration of insolvency office holders in England & Wales

² Ibid 1

(B) The following items of expenditure will normally be treated as general office overheads and will not be charged to the case although a charge may be made where the precise cost to the case can be determined because the item satisfies the test of a *Category 1 disbursement*

- Telephone and facsimile
- Printing and photocopying
- Stationery

BEGBIES TRAYNOR CHARGE-OUT RATES

Begbies Traynor is a national firm. The rates charged by the various grades of staff that may work on a case are set nationally, but vary to suit local market conditions. The rates applying to the Nottingham office as at the date of this report are as follows

	Standard
	1 May 2011 –
	until further notice
	Regional
Partner	395
Director	345
Senior Manager	310
Manager	265
Assistant Manager	205
Senior Administrator	175
Administrator	135
Trainee Administrator	110
Support	110

Time spent by support staff for carrying out shorter tasks, such as typing or dealing with post, is not charged to cases but is carried as an overhead. Only where a significant amount of time is spent at one time on a case is a charge made for support staff.

Time is recorded in units of 0.10 of an hour (i.e. 6 minute units)

STATEMENT OF EXPENSES

Type of expense	Name of party with whom expense incurred	Amount incurred £	Amount discharged £	Balance (to be discharged) £
Bordereau	AUA Insolvency Risk Services Limited	75 00	75 00	nil
Search Fees	Companies House	7 00	7 00	nil