

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	8	2	3	7	3	3
Company name in full	APPC Limited							

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

2 Liquidator's name

Full forename(s)	Farheen
Surname	Qureshi

3 Liquidator's address

Building name/number	Devonshire House
Street	582 Honeypot Lane
Post town	Stanmore
County/Region	Middlesex
Postcode	H A 7 1 J S
Country	United Kingdom

4 Liquidator's name ●

Full forename(s)	
Surname	

● **Other liquidator**
Use this section to tell us about
another liquidator.

5 Liquidator's address ●

Building name/number	
Street	
Post town	
County/Region	
Postcode	
Country	

● **Other liquidator**
Use this section to tell us about
another liquidator.

LIQ03

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6 Period of progress report

From date	1	5	0	2	2	0	2	1
To date	1	4	0	2	2	0	2	2

7 Progress report

☒ The progress report is attached

8 Sign and date

Liquidator's signature

Signature

X 

X

Signature date

^d 1 ^d 1

^m 0 ^m 4

^y 2 ^y 0 ^y 2 ^y 2

LIQ03

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.

Farheen Qureshi

Parker Getty Limited

Devonshire House

582 Honeypot Lane

Stanmore

Middlesex

Postcode

H	A	7		1	J	S
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United Kingdom

DX

020 3475 3900



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

APPC LIMITED IN MEMBERS' VOLUNTARY LIQUIDATION
ANNUAL REPORT

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- II. Liquidator's Expense Recovery Policies & Incurred Expenses

1. EXECUTIVE SUMMARY

This Progress Report summarises the progress of the liquidation for the year from 15 February 2021 to 14 February 2022 ("the Review Period").

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

Realisations	Estimated to realise per Declaration of Solvency (£)	Realisations to date (£)	Estimated future realisations (£)	Estimated total realisations (£)
Cash at Bank	336,976.00		NIL	336,976.00
SN455 Tax Refund	8,173.00	NIL	8,173.00	8,173.00
PAYE Refund	203.00	NIL	203.00	203.00

Expense	Expense incurred to date (£)	Estimated further expense to closure (£)	Estimated total expense (£)
Statutory Bonding	754.69	NIL	754.69
Statutory Advertising	298.35	NIL	298.35
Accountancy Cost	3,000.00	NIL	3,000.00
Case management software	185.00	NIL	185.00

Distributions Class	Distribution paid to date	Estimated total distribution, based upon the above
Preferential creditors	100p in the £	100p in the £
Unsecured creditors	100 in the £	100p in the £
Ordinary shareholders	£3,140.02 per share	£3,276.73 per share

2. INTRODUCTION

The purpose of this report is to detail my acts and dealing as Liquidator for the year ended 14 February 2022 and it should be read in conjunction with my previous correspondence to Members.

Statutory Information

APPC Limited (In Liquidation), ("the Company")

Registered office: C/O Parker Getty, Devonshire House, 582 Honeypot Lane, Stanmore, Middx, HA7 1JS

Former Registered Office: 22 Wycombe End, Beaconsfield, Buckinghamshire, HP9 1NB

Registered Number: 04823733

Other trading names: None

Name of Liquidator: Farheen Qureshi

Address of Liquidator: Parker Getty, Devonshire House, 582 Honeypot Lane, Stanmore, Middx, HA7 1JS

Date of Appointment of Liquidator: 15 February 2021

3. NARRATIVE OF WORK CONDUCTED IN THE REPORTING PERIOD

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 my staff and I carry out our work to high professional standards.

Detailed below are descriptive narratives of the work I have conducted as Liquidator.

Administration and Planning

The case was set up on the case management software and paper files. A strategy was formed as to how to proceed with the administration of the Liquidation. The Company's books and records were collected and listed. I have completed a number of statutory tasks including advertising my appointment in the London Gazette, bonding for the value of the assets in the asset, and sending documentation to Companies House of the appointment. Typical administrative tasks included; filing, maintenance of the case diaries, updating the case checklist and case management system periodically.

Payments and receipts have been monitored since appointment to ensure the correct payments are received on a timely basis and that the correct expenses are paid. Regular bank reconciliations have also been conducted by the Liquidator.

Regular case reviews have also been conducted to check case progression and highlight matters that are delaying case progress

Creditors

The Declaration of Solvency anticipated that the Company had one outstanding creditor; HM Revenue & Customs ("HMRC"). A notice to submit claims was advertised in the London Gazette. In order to close the Liquidation tax clearance is required from HMRC.

To obtain tax clearance all tax returns for Corporation Tax, VAT and PAYE need to be submitted for the period prior to Liquidation. The Company's accountant was instructed to assist, and a Corporation Tax return for the period prior to my appointment was completed. Before tax clearance can be used statutory interest needs to be calculated and paid from the date of appointment to the date of payments. Calculations on statutory interest were prepared and sent to HMRC after my appointment. To date HMRC have not yet confirmed their claim for statutory interest

There has been a delay in HMRC's MVL team processing tax clearances and refunds due on cases. The delay has resulted in the Liquidator and her staff regularly calling, emailing and writing to HMRC requesting the same since appointment. In order to progress matters formal complaints have been sent to HMRC.

Realisation of Assets

The Liquidator's first Annual Receipts and Payment account for the year ending 14 February 2022, is attached at **Appendix I**. I would comment as follows:-

Cash at Bank

The Declaration of Solvency estimated that the sum of £336,976 would be realised from the Company's cash balance. Following my appointment the sum of £336,974.12 was realised. No further sum remains to be realised.

SN455 Tax Refund

Following the completion of the Company's final Corporation Tax return an application was submitted by the Company's accountant for a Section 455 tax refund. The sum of £8,173 was due to the Company. repayment of this sum has been raised with HMRC and an online account was set up with HMRC to view the Company's tax records. According to the

Company's online account with HMRC the sum of £8,446.65 is due from HMRC. Payment of this sum has been delayed as the payment needs to be authorised by HMRC's MVL team.

PAYE Refund

A PAYE refund in the sum of £810.13 was due to the Company. Payment of this sum has not yet been received. Payment of this sum has been delayed as the payment needs to be authorised by HMRC's MVL team.

Members

Periodic updates were also provided to the members by the way of email correspondence and telephone calls. Dividends were declared and paid to the Company's shareholders. Documentation recording the same was sent to members and recorded on the case management system and paper files.

4. CREDITOR CLAIMS & DIVIDENDS

Secured Creditor

The Company had no secured creditors.

Preferential creditors

The Declaration of Solvency estimated that no sums were due to the Company's previous employees.

Under their secondary preferential charge the sum of £2,119.00 was estimated to be owed to HMRC in respect of VAT. The sum of £1,368.00 was paid to HMRC on 24 February 2021 being 100p in the £ of the balance owed.

Unsecured creditors

Dividends Paid to Date:

Date	Description	Pence in Pound	Total Amount Distributed (£)
24 Feb 2021	Distribution	100 p in £	12,345.63
Total		100 p in £	12,345.63

Statutory interest

All creditors were paid in full and were entitled to 8% statutory interest from the date of Liquidation to the date of payment in full. Statutory interest in the sum of £30.44 is estimated to be owed to HMRC. Confirmation of the sum due has been sought from HMRC but to date no response has been received.

5. COSTS AND EXPENSES

The payments shown on the summary of the Receipts and Payments at **Appendix I** are in the main self-explanatory.

Pre-Appointment Costs

The members authorised a fee of £3,900 plus VAT plus expenses plus VAT for assisting the directors in calling the relevant meeting and with preparing the Declaration of Solvency on 15 February 2021.

LIQUIDATOR'S REMUNERATION

At a meeting of members on 15 February 2021 it was resolved that no post appointment remuneration would be drawn by the Liquidator. The Liquidator would only be authorised to draw category 1 and 2 expenses. A breakdown of the expenses incurred is enclosed in **Appendix II**. These payments are shown in the enclosed receipts and payments account.

LIQUIDATOR'S EXPENSES

A schedule of my post appointment expenses are itemised in **Appendix II** which segregates these expenses into category 1 and category 2 expenses.

Category 1 expenses in the sum of £4,238.04 have been incurred. No Category 2 expenses have been incurred.

The following professional were instructed on this matter.

Utilised During Period	Nature of Work	Fee Arrangement
Harwood Hutton	Providing accounting, payroll and taxation services for the period ended 14 February 2021	£3,000.00

6. SHAREHOLDERS DISTRIBUTIONS

Distributions made to shareholders in table below.

Date	Share Class	Rate (£ per Share)	Total Distributed (£)
25 February 2021	Ordinary	3,140.02	314,002.00
Total		3,140.02	314,002.00

7. FURTHER INFORMATION

A member may, with the permission of the court or with the concurrence of 5% in value of the unsecured creditors (including the creditor in question) request further details of the Liquidator's remuneration and expenses, within 21 days of receipt of this report.

A member may, with the permission of the court or with the concurrence of 10% in value of the creditors (including the creditor in question), apply to court to challenge the amount and/or basis of the Liquidator's fees and the amount of any proposed expenses or expenses already incurred, within 8 weeks of receipt of this report.

At Parker Getty we strive to provide a professional and efficient service, however we recognise that it is in the nature of insolvency proceedings for disputes to arise from time to time. If you should have cause to complain about the way that we are acting, you should, in the first instance, put details of your complaint in writing addressed to complaints officer, Parker Getty, Devonshire House, 582 Honeypot Lane, Stanmore, Middx, HA7 1JS. This will formally invoke our complaints procedure and we will endeavour to deal with your complaint under the supervision of a senior partner unconnected with the appointment.

Most disputes can be resolved amicably either through the provision of further information or following negotiations. However, in the event that you are not satisfied that your complaint has been resolved or dealt with appropriately, you may complain to the regulatory body that licences the insolvency practitioner concerned.

Any such complaints should be addressed to The Insolvency Service, IP Complaints, 3rd Floor, 1 City Walk, Leeds, LS11 9DA; you may phone 0300 678 0015 or complete and submit a complaint using the following link:

<https://www.insolvencydirect.bis.gov.uk/ExternalOnlineForms/InsolvencyPractitionerComplaint.aspx>

GDPR

The General Data Protection Regulation requires that individuals whose data is being held be contacted and provided with information about their rights. A privacy notice is available at www.parkergetty.co.uk

8. CONCLUSION

The administration of the liquidation will be continuing and to finalise the following outstanding matters that are preventing this case from being closed.

- Obtaining Tax Clearance from HMRC and further tax refunds.

If you require any further information please contact Duncan Coutts on 020 3475 3900.

Farheen Qureshi
Liquidator

Appendix I

Receipts and Payments Account from 15 February 2021 To 14 February 2022

Dec of Sol (£)		From 15/02/21 to To 14/02/22 (£)	From 15/02/21 to To 14/02/22 (£)
	ASSET REALISATIONS		
8,173.00	HM Revenue & Customs SN455 Refund	NIL	NIL
336,976.10	Cash at Bank	336,974.12	336,974.12
202.94	HM Revenue & Customs PAYE Refund	NIL	NIL
	Bank Interest Gross	1.34	1.34
		<u>336,975.46</u>	<u>336,975.46</u>
	COST OF REALISATIONS		
	Specific Bond	(754.69)	(754.69)
	Statutory Advertising	(298.35)	(298.35)
	Accountancy Fees	(3,000.00)	(3,000.00)
	Case Management Fee	(185.00)	(185.00)
		<u>(4,238.04)</u>	<u>(4,238.04)</u>
	PREFERENTIAL CREDITORS		
	HM Revenue & Customs (VAT)	(1,368.00)	(1,368.00)
		<u>(1,368.00)</u>	<u>(1,368.00)</u>
	UNSECURED CREDITORS		
	HM Revenue & Customs (CT)	(12,345.63)	(12,345.63)
		<u>(12,345.63)</u>	<u>(12,345.63)</u>
	DISTRIBUTIONS		
	Ordinary Shareholders	(314,002.00)	(314,002.00)
		<u>(314,002.00)</u>	<u>(314,002.00)</u>
		<u>5,021.79</u>	<u>5,021.79</u>
	REPRESENTED BY		
	VAT Control Account		659.67
	Interest Bearing Current Account		4,362.12
			<u>5,021.79</u>

Farheen Qureshi
Liquidator

Appendix III

Liquidator's Expenses & Recovery Policies

Expenses are categorised as either Category 1 or Category 2.

Category 1 Expenses

External supplies of incidental services specifically identifiable to the case. Where these have initially been paid by Parker Getty Limited and then recharged to the estate, approval from creditors is not required.

Examples of category 1 expenses include postage, case advertising, specific bond insurance, company search fees, external room hire, storage, case management software system, invoiced travel and properly reimbursed expenses incurred by personnel in connection with the case

Category 2 Expenses:

These include elements of shared or allocated costs incurred by Parker Getty Limited and recharged to the estate; they are not attributed to the estate by a third party invoice and/or they may include a profit element. These Expenses are recoverable in full, subject to the basis of the expense charge being approved by members in advance.

Category 2 Expenses charged by Parker Getty Limited are as follows:

Expense charge	Rate Since 1 January 2021	Rate Since 1 January 2022
Mileage	45p per mile	45p per mile

Expenses incurred during the period of this report are detailed below:

Expenses	For the year 15 February 2021 to 14 February 2022	
	Incurred	Paid
	£	£
Category 1		
Statutory Bonding	754.69	754.69
Statutory Advertising	298.35	298.35
Case management software	185.00	185.00
Accountancy Cost	3,000.00	3,000.00
Total	4,238.04	4,238.04
Category 2	NIL	NIL
Total	NIL	NIL
TOTAL EXPENSES	4,238.04	4,238.04

The above costs exclude VAT.

VAT will be charged on the above charge out rates and expenses, where applicable.