

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 5 2 8 1 8 7 0

Company name in full Surefire Testing Ltd

→ Filling in this form

Please complete in typescript or in
bold black capitals.

2 Liquidator's name

Full forename(s) Carrie

Surname James

3 Liquidator's address

Building name/number 93 Tabernacle Street

Street

Post town London

County/Region

Postcode E C 2 A 4 B A

Country

4 Liquidator's name ①

Full forename(s) Peter

Surname Hall

① Other liquidator

Use this section to tell us about
another liquidator.

5 Liquidator's address ②

Building name/number 2 Venture Road

Street Southampton Science Park

Post town Chilworth

County/Region Southampton

Postcode S 0 1 6 7 N P

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

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 0	^m 4	^y 2	^y 0	^y 2	^y 2
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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 **Mansi Vora**

Company name **SKSi**

Address **Unit 1, First Floor, Brook Business Centre,
Cowley Mill Road**

Post town **Uxbridge**

County/Region

Postcode **U B 8 2 F X**

Country

DX

Telephone **0204 548 1000**



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.



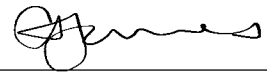
Further information

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

Surefire Testing Ltd
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments

Declaration of Solvency £		From 22/02/2021 To 21/02/2022 £	From 22/02/2021 To 21/02/2022 £
	ASSET REALISATIONS		
	Bank Interest Gross	1.81	1.81
268,896.77	Cash at Bank	268,896.77	268,896.77
	Tax Refunds	16.91	16.91
		<u>268,915.49</u>	<u>268,915.49</u>
	COST OF REALISATIONS		
	Bordereau Premium	185.00	185.00
	Office Holders Fees	1,500.00	1,500.00
	Professional Fees	60.00	60.00
	Statutory Advertising	249.00	249.00
	Veriphy Checks	8.00	8.00
		<u>(2,002.00)</u>	<u>(2,002.00)</u>
	DISTRIBUTIONS		
(200.00)	Ordinary Shareholders	<u>242,007.09</u>	<u>242,007.09</u>
		<u>(242,007.09)</u>	<u>(242,007.09)</u>
<u>268,696.77</u>		<u>24,906.40</u>	<u>24,906.40</u>
	REPRESENTED BY		
	Bank 1 Current		24,906.40
			<u>24,906.40</u>



Carrie James
Joint Liquidator



**Surefire Testing Ltd
In Members' Voluntary Liquidation**

Joint Liquidators' Annual Progress Report to Members

**Pursuant to Section 92A of
The Insolvency Act 1986
And**

Rules 18.1 & 18.7(6) of the Insolvency Rules 2016

For the Period 22 February 2021 to 21 February 2022

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 - Preferential Creditors
 - Unsecured Creditors
 - Share Capital
6. Dividends
7. Joint Liquidators' Remuneration
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- a) Statutory Information
- b) Receipts and Payments Account
- c) Schedule of Joint Liquidators' Time Costs
- d) A Description of the Routine Work Undertaken since Appointment
- e) Further Information

1. INTRODUCTION

- 1.1 We, Carrie James and Peter Hall, were appointed Joint Liquidators of Surefire Testing Ltd ("the Company") by Members on 22 February 2021.
- 1.2 This is our report to Members following the first anniversary of our appointment as Joint Liquidators.

2. JOINT LIQUIDATORS' ACTIONS SINCE APPOINTMENT

- 2.1 Since our appointment as Joint Liquidators we have fulfilled our statutory duties in relation to statutory filings with Companies House and made arrangements to deregister the Company's VAT and tax registrations with HM Revenue & Customs ("HMRC").
- 2.2 At the date of appointment, the Company had ceased trading with cash at bank being the only asset of the Company.
- 2.3 Cash distributions have been declared and paid to Members in accordance with their shareholding. Please refer to section 6.4 of this report for further information in this regard.
- 2.4 We have also taken steps to ensure that there are no outstanding creditors and liaised with HMRC to obtain pre and post appointment tax clearances. Subsequently we have received clearance from HMRC in respect of Corporation Tax.
- 2.5 Once we have received the VAT and PAYE clearance from HMRC, we will declare a final distribution to Members and issue the final report.
- 2.6 In addition to this, there is certain work that we are required by the insolvency legislation to undertake in connection with the Liquidation that provides no financial benefit for Members or Creditors. A description of the routine work undertaken since our appointment as Joint Liquidators is contained in Appendix D.

3. RECEIPTS AND PAYMENTS ACCOUNT

- 3.1 The Receipts and Payments Account for the period from 22 February 2021 to 21 February 2022 is attached at Appendix B.
- 3.2 Funds are held in an interest-bearing account with Barclays Bank Plc which has been reconciled with the Receipts and Payments Account.
- 3.3 The Receipts and Payments Account is shown net of VAT.

4. ASSETS

Cash at Bank

- 4.1 The Declaration of Solvency indicated that funds amounting to £268,896.77 were held with the Company's former bankers. Prior to appointment, funds amounting to £268,896.77 were transferred to the SKSi designated client account. Upon appointment these funds were transferred to the Liquidation estate.
- 4.2 After appointment, we wrote to Company's former bankers requesting that they close the account.

Bank Interest

- 4.3 During the reporting period, nominal bank interest has been received on the funds held in the Liquidation account.

Tax Refunds

- 4.4 During the reporting period, a tax refund amounting to £16.91 has been received from HMRC.

5. LIABILITIES

Secured Creditors

- 5.1 An examination of the Company's mortgage register held by the Registrar of Companies, showed that the Company has no current charges over its assets.
- 5.2 Insolvency 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.
- 5.3 The Prescribed Part that a Liquidator has to set aside for unsecured creditors is:
- 50% of the first £10,000 of the net property; and
 - 20% of the remaining net property;
- up to a maximum of £600,000.
- 5.4 As there are no charges registered over the assets of the Company, the Prescribed Part provisions do not apply.

Preferential Creditors

- 5.5 There are no preferential creditors.

Unsecured Creditors

- 5.6 There are no unsecured creditors.

Share Capital

- 5.7 The Declaration of Solvency included shareholding of £200. The Members of the Company signed a deed of indemnity prior to the Liquidation to enable distributions to be made prior to receiving the necessary tax clearances from HMRC.
- 5.8 Further details are provided in section 6 below.

6. DIVIDENDS

Secured Creditors

- 6.1 As mentioned in section 5 above there are no secured creditors.

Preferential Creditors

- 6.2 As mentioned in section 5 above there are no preferential creditors.

Unsecured Creditors

- 6.3 As mentioned in section 5 above there are no unsecured creditors.

Share Capital

- 6.4 A first dividend was declared on 25 February 2021 at a rate of £1,210.03 per ordinary £1 share and accordingly Members were entitled to receive the amounts as set out below:

Shareholder	Shareholding (Ordinary shares)	Rate of Distribution per share £	Total Distribution £
Clare Sheppard	70	1,210.04	84,702.48
Mark Sheppard	130	1,210.04	157,304.61
Total	200		242,007.09

- 6.5 A final dividend will be declared to Members once we have received VAT and PAYE clearance from HMRC.

7. JOINT LIQUIDATORS' REMUNERATION

- 7.1 Our remuneration was authorised by Members at a meeting held on 22 February 2021 on a fixed fee basis of £1,500 plus VAT and disbursements. This fee has been drawn in full.
- 7.2 Our total time costs from 22 February 2021 to 21 February 2022 amount to £6,499.75, representing 53.35 hours work at an average charge out rate of £121.83 per hour.
- 7.3 A detailed schedule of the time spent by the grades of staff allocated to the Liquidation, together with the appropriate charge out rate and resulting cost, is detailed at Appendix C, in accordance with Statement of Insolvency Practice No 9. ("SIP 9").
- 7.4 Attached at Appendix D is a description of the routine work undertaken in the Liquidation.
- 7.5 SKSi's Practice Fee Recovery Policy can be found at: <https://www.sksi.co.uk/practice-fee-recovery-policy>.

8. JOINT LIQUIDATORS' EXPENSES

- 8.1 Expenses have been incurred and drawn since our appointment as Joint Liquidators as follows:

Type of Expense	Amount Incurred £	Amount Paid £	Amount Outstanding £
Bordereau Premium	185.00	185.00	-
Veriphy Checks	8.00	8.00	-
Statutory Advertising	249.00	249.00	-
TOTAL	442.00	442.00	-

- 8.2 No category 2 disbursements have been incurred during the Liquidation to date.

8.3 We have used the following agents or professional advisors in the reporting period:

Professional Advisor	Nature of Work	Basis of Fees and Fees Paid
Paul Marsh	Swearing of Declaration of Solvency	Fixed fee - £60

8.4 The choice of professionals used 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. We have reviewed the fees charged and are satisfied that they are reasonable in the circumstances of this case.

9. SUMMARY

9.1 The Liquidation will remain open until VAT and PAYE clearance has been received from HMRC and a final distribution has been declared to Members. We estimate that this will take approximately 3-6 months and once resolved the Liquidation will be finalised and our files will be closed.

9.1 Further information about Members' rights and in general is attached at Appendix E.

9.2 If members have any queries regarding the conduct of the Liquidation, or if they want hard copies of any of the documents made available on-line, they should contact Mansi Vora on 0204 548 1000, or by email at mansi.vora@sksi.co.uk.



Carrie James
Joint Liquidator

APPENDIX A

STATUTORY INFORMATION

Company Name: Surefire Testing Ltd

Registered Number: 05281870

Date of Incorporation: 9 November 2004

Principal Trading Activity: IT Consultancy

Registered Office: 93 Tabernacle Street, London, EC2A 4BA

Former Registered Office: 12 Park Lane, Tilehurst, Reading, Berkshire, RG31 5DL

Trading Address: 12 Park Lane, Tilehurst, Reading, Berkshire, RG31 5DL

Directorships (previous 3 years):

Directors	Appointed	Resigned
Clare Sheppard	25 May 2016	-
Mark Sheppard	9 November 2004	-

Share Capital: 200 ordinary shares of £1 each

Shareholders	No. of Shares Held	Percentage Held %
Clare Sheppard	70	35%
Mark Sheppard	130	65%

Charges: No charges registered

Joint Liquidators: Carrie James and Peter Hall

Joint Liquidators' Address: SKSi Unit 1, First Floor, Brook Business Centre, Cowley Mill Road, Uxbridge, UB8 2FX

Date of Appointment: 22 February 2021

Actions of Joint Liquidators: Any act required or authorised under any enactment to be done by a Liquidator may be done by either or both Joint Liquidators acting jointly or alone

APPENDIX B

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE PERIOD

22 FEBRUARY 2021 TO 21 FEBRUARY 2022

Surefire Testing Ltd
(In Liquidation)
Joint Liquidators' Summary of Receipts and Payments
To 21 February 2022

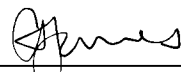
RECEIPTS	Declaration of Solvency (£)	Total (£)
Tax Refunds		16.91
Cash at Bank	268,896.77	268,896.77
Bank Interest Gross		1.81
		<hr/>
		268,915.49
		<hr/>

PAYMENTS

Bordereau Premium		185.00
Professional Fees		60.00
Office Holders Fees		1,500.00
Veriphy Checks		8.00
Statutory Advertising		249.00
Ordinary Shareholders	(200.00)	242,007.09
		<hr/>
		244,009.09
		<hr/>
Net Receipts/(Payments)		24,906.40
		<hr/>

MADE UP AS FOLLOWS

Bank 1 Current		24,906.40
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		24,906.40
		<hr/>



Carrie James
Joint Liquidator

APPENDIX C

SCHEDULE OF JOINT LIQUIDATORS' TIME COSTS
FOR THE PERIOD
22 FEBRUARY 2021 TO 21 FEBRUARY 2022

Time Entry - Detailed SIP9 Time & Cost Summary

S124 - Surefire Testing Ltd
From: 22/02/2021 To: 21/02/2022
All Post Appointment Project Codes

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Junior Administrator	Senior Administrator	Total Hours	Time Cost (£)	Average Hourly Rate (£)
100 : Admin and Planning	0.00	0.00	0.20	18.30	0.00	0.00	18.50	2,038.00	110.16
102 : Case Strategy & Planning	0.00	0.00	0.00	0.00	0.00	0.30	0.30	82.50	275.00
103 : Statutory/Meetings	0.00	0.00	0.60	1.00	0.00	0.10	1.70	231.50	136.18
104 : Receipts & Payments	0.00	0.00	0.80	0.00	0.00	0.00	0.80	112.00	140.00
105 : Taxation	0.00	0.00	0.50	0.50	0.00	0.00	1.00	130.00	130.00
Admin and Planning	0.00	0.00	2.10	19.80	0.00	0.40	22.30	2,594.00	116.32
AP1 (NEW) : Case Planning & Strategy	0.00	0.00	0.00	9.40	0.00	0.00	9.40	1,056.00	112.34
AP2 (NEW) : Maintenance of Records	0.00	0.00	0.00	0.30	0.00	0.00	0.30	36.00	120.00
AP3 (NEW) : Case Monitoring	0.30	0.50	0.70	0.00	0.00	0.00	1.50	373.00	248.67
AP4 (NEW) : Statutory Duties	0.00	0.00	0.00	0.60	0.00	0.00	0.60	72.00	120.00
AP5 (NEW) : Cashiering	0.00	0.00	0.40	9.30	0.00	0.25	9.95	1,114.75	112.04
AP6 (NEW) : Tax Returns	0.40	0.00	0.50	5.30	0.00	0.00	6.20	866.00	139.68
Administration & Planning	0.70	0.50	1.60	24.90	0.00	0.25	27.95	3,517.75	125.86
600 : Case Specific Matters	0.00	0.00	0.20	0.00	0.00	0.00	0.20	28.00	140.00
Case Specific Matters	0.00	0.00	0.20	0.00	0.00	0.00	0.20	28.00	140.00
501 : Reporting	0.00	0.00	0.00	0.30	0.00	0.00	0.30	36.00	120.00
507 : Distributions	0.00	0.00	0.60	0.50	0.00	0.00	1.10	144.00	130.91
CR1 (NEW) : Secured Creditors	0.00	0.00	0.00	1.00	0.00	0.00	1.00	120.00	120.00
Creditors	0.00	0.00	0.60	1.80	0.00	0.00	2.40	300.00	125.00
400 : Trading	0.00	0.00	0.00	0.50	0.00	0.00	0.50	60.00	120.00
Trading	0.00	0.00	0.00	0.50	0.00	0.00	0.50	60.00	120.00
Total Hours	0.70	0.50	4.50	47.00	0.00	0.65	53.35	6,499.75	121.83
Total Fees Claimed								1,500.00	

APPENDIX D

A DESCRIPTION OF ROUTINE WORK UNDERTAKEN SINCE LIQUIDATION

Administration

- Case planning - devising an appropriate strategy for dealing with the case and giving instructions to the staff to undertake the work on the case
- Setting up electronic case files
- Setting up the case on the practice's electronic case management system and entering data
- Issuing the statutory notifications to creditors and other required on appointment as office holder, including gazetting the office holder's appointment
- Obtaining a specific penalty bond
- Convening and holding a general meeting of Members
- Dealing with all routine correspondence and emails relating to the case
- Opening, maintaining and managing the office holder's estate bank account
- Creating, maintaining and managing the office holder's cashbook
- Undertaking regular bank reconciliations of the bank account containing estate funds
- Reviewing the adequacy of the specific penalty bond on a quarterly basis
- Undertaking periodic reviews of the progress of the case
- Overseeing and controlling the work done on the case-by-case administrators
- Preparing and filing VAT returns
- Preparing and filing Corporation Tax returns

Members

- Calculating and declaring dividend to the members

APPENDIX E

FURTHER INFORMATION

Members Rights

1. SKSi's Practice Fee Recovery Policy can be found at <https://www.sksi.co.uk/practice-fee-recovery-policy>.
2. A Member may, with the permission of the court or with at least 5% of the total voting rights of all the Members having the right to vote at general meetings of the company request further details of the Liquidator's remuneration and expenses, within 21 days of receipt of this report.
3. A Member may, with the permission of the court or with at least 10% of the total voting rights of all the Members having the right to vote at general meetings of the company, apply to Court to challenge the amount of remuneration charged by the Liquidator as being excessive, and/or the basis of the Liquidator's remuneration, and/or the amount of the expenses incurred as being excessive, within 8 weeks of their receipt of this report.

Complaints Procedure

4. At SKSi we always 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 to our complaints officer Carrie James of SKSi, Unit 1 First floor, Brook Business Centre, Cowley Mill Road, Uxbridge, UB8 2FX. 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.
5. Most disputes can be resolved amicably either through the provision of further information or following negotiations. However, in the event that you have exhausted our complaints procedure and 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; or you may email ip.complaints@insolvency.gsi.gov.uk; or you may phone 0300 678 0015 - calls are charged at between 1p and 10.5p per minute from a land line, for mobiles, between 12p and 41p per minute if you're calling from the UK.

Data Protection

6. Following the UK's exit from the EU, the UK is now subject to UK GDPR which sits alongside the Data Protection Act 2018 ("GDPR"), and I would like to draw your attention to the following:
7. In providing our services, we act as an independent data controller in relation to client personal data, i.e. we are an organisation who decides the purpose for which any personal data is to be processed and the way in which it is to be processed. The term 'personal data' means any information relating to a living individual, natural person (data subject).
8. SKSi is committed to compliance with GDPR, together with any applicable national laws, regulations and secondary legislation in the UK relating to the processing of personal

data.

9. We rely upon our legitimate interest in processing your data in ways which you would reasonably expect, where processing is necessary in our insolvency appointments and where our interests do not affect your interests, rights or freedoms. We are committed to safeguarding the privacy and security of any personal data which we process for this reason.
10. For further information on how we deal with personal data please see our privacy policy which can be found here: <https://www.sksi.co.uk/privacy-policy>.
11. Should members have any queries regarding the use of their personal data please contact us on 0204 548 1000 or via email at mansi.vora@sksi.co.uk.

General Information

12. To comply with the Provision of Services Regulations, some general information about SKSi, including about our complaints policy and Professional Indemnity Insurance and the Insolvency Code of Ethics, can be found at <https://www.sksi.co.uk/terms-and-conditions>.