

LIQ03

Notice of progress report in voluntary winding up



Companies House

TUESDAY



A6HQ80VU

A16

24/10/2017

#80

COMPANIES HOUSE

1 Company details

Company number 0 5 3 3 0 5 7 5

Company name in full A.A.P. Interiors Limited

→ Filling in this form

Please complete in typescript or in
bold black capitals.

2 Liquidator's name

Full forename(s) Roderick Graham

Surname Butcher

3 Liquidator's address

Building name/number 79 Caroline Street

Street Birmingham

Post town B3 1UP

County/Region

Postcode

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 ①

Building name/number

Street

Post town

County/Region

Postcode

Country

① Other liquidator

Use this section to tell us about
another liquidator.

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Notice of progress report in voluntary winding up

6 Period of progress report

From date	^d 2	^d 2	^m 0	^m 8	^y 2	^y 0	^y 1	^y 6
To date	^d 2	^d 1	^m 0	^m 8	^y 2	^y 0	^y 1	^y 7

7 Progress report

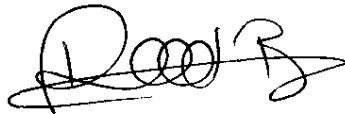
☒ The progress report is attached

8 Sign and date

Liquidator's signature

Signature

X



X

Signature date

^d 2	^d 0	^m 1	^m 0	^y 2	^y 0	^y 1	^y 7
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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.

Contact name	Andrew Deere								
Company name	Butcher Woods								
Address	79 Caroline Street								
	Birmingham								
Post town	B3 1UP								
County/Region									
Postcode	<table><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>								
Country									
DX									
Telephone	0121 236 6001								



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

A.A.P. Interiors Limited
(In Liquidation)
Liquidator's Summary of Receipts & Payments

Statement of Affairs £		From 22/08/2016 To 21/08/2017 £	From 22/08/2016 To 21/08/2017 £
	SECURED CREDITORS		
(2,403.00)	RBS Invoice Finance Limited	NIL	NIL
		NIL	NIL
	HIRE PURCHASE		
10,750.00	Plant & Machinery - Kingsway	NIL	NIL
(22,919.00)	Kingsway Asset Finance Limited	NIL	NIL
10,800.00	Plant & Machinery - Hampshire Trust	NIL	NIL
(18,892.00)	Hampshire Trust Bank plc	NIL	NIL
		NIL	NIL
	ASSET REALISATIONS		
500.00	Plant & Machinery - Unencumbered	500.00	500.00
100.00	Computer Equipment	100.00	100.00
	Book Debts	246.66	246.66
9,074.00	Cash at Bank	9,118.57	9,118.57
11,622.00	Director's Loan - Mr A A Pugh	3,500.00	3,500.00
		13,465.23	13,465.23
	COST OF REALISATIONS		
	Preparation of S. of A.	600.00	600.00
	Agents/Valuers Fees (1)	300.00	300.00
	Storage Costs	100.00	100.00
	Statutory Advertising	253.80	253.80
		(1,253.80)	(1,253.80)
(1,368.00)		12,211.43	12,211.43
	REPRESENTED BY		
	Vat Receivable		250.76
	Bank 1 Current		12,080.67
	Vat Payable		(120.00)
			12,211.43

Roderick Graham Butcher
Liquidator

A.A.P. Interiors Limited – In Creditors' Voluntary Liquidation
LIQUIDATOR'S PROGRESS REPORT TO CREDITORS AND MEMBERS
FOR THE YEAR ENDING 21 AUGUST 2017

STATUTORY INFORMATION

Company name:	A.A.P. Interiors Limited
Company number:	05330575
Trading address:	64 Thorpe Street, Burntwood, Staffordshire WS7 1NJ
Registered office:	79 Caroline Street, Birmingham B3 1UP
Former registered office:	15-17 Church Street, Stourbridge, West Midlands DY8 1LU
Principal trading activity:	Manufacture of carpentry & joinery products
Liquidator's name:	Roderick Graham Butcher
Liquidator's address:	Butcher Woods, 79 Caroline Street, Birmingham B3 1UP
Date of appointment	22 August 2016

LIQUIDATOR'S ACTIONS SINCE APPOINTMENT

There is certain work that I am required by the insolvency legislation to undertake work in connection with the liquidation that provides no financial benefit for the creditors. A description of the routine work undertaken since my appointment as Liquidator is as follows:

1. 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 physical and 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 general meetings of creditors and members (as applicable).
- 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, reviewing and issuing annual progress reports to creditors and members.
- Filing returns at Companies House.
- Preparing and filing VAT returns.
- Preparing and filing Corporation Tax returns.

2. Creditors

- Dealing with creditor correspondence, emails and telephone conversations regarding their claims.
- Maintaining up to date creditor information on the case management system.

3. Investigations

- Preparing a report or return on the conduct of the directors as required by the Company Directors Disqualification Act.

RECEIPTS AND PAYMENTS

My Receipts & Payments Account for the period from 22 August 2016 to 21 August 2017 is attached at Appendix 1.

The balance of funds is held in a non-interest bearing estate bank account.

ASSETS

Book Debts subject to factoring

The Statement of Affairs included book debts that were subject to factoring with RBS Invoice Finance Limited ("RBSIF"). The book value of these debts was £7,154, and a shortfall of £2,403 was estimated to be suffered by RBSIF. No realisations have been made in this regard.

Plant & Machinery subject to finance

The Company held items of plant & machinery subject to finance agreements with Kingsway Asset Finance Limited. These items were valued by my agents, MGR Appraisals, as being estimated to realise £10,750. Kingsway Asset Finance Limited were owed £22,919 in respect of these items and as such a shortfall of £12,169 was anticipated to be suffered by them.

The Company also held items of plant & machinery subject to finance agreements with Hampshire Trust Bank plc. My agents, MGR Appraisals, valued these items as being estimated to realise £10,800. Hampshire Trust Bank plc were owed £18,892 in respect of these assets and as such a shortfall of £8,092 was expected to be suffered by them.

No realisation has been made in respect of this encumbered plant & machinery.

Cash at Bank

£9,119 was realised from funds held in the Company's bank account with National Westminster Bank plc. This was previously estimated to realise £9,074 in the Statement of Affairs.

Plant & Machinery (unencumbered)

The Company owned a small amount of plant & machinery. My agents, MGR Appraisals, estimated that these items would realise £500. This amount was realised in full following a sale of these items to Kerf Furniture UK Limited, a company controlled by Andrew Pugh. This was the only offer received and its acceptance was recommended by my agents.

Computer Equipment

There was also an amount of £100 which was estimated to be realised in the Statement of Affairs following a valuation by my agents. This amount was realised in full following a sale of these items to Kerf Furniture UK Limited, a company controlled by Andrew Pugh. This was the only offer received and its acceptance was recommended by my agents.

Director's Loan Account – Mr A A Pugh

The Statement of Affairs included an overdrawn director's loan account owed by Andrew Anthony Pugh of £11,662. To date, Mr Pugh has paid £3,500 against this amount. The Liquidator is continuing to pursue to the balance owed.

LIABILITIES

Secured Creditors

An examination of the Company's mortgage register held by the Registrar of Companies showed that the Company has granted the following charges:

- A fixed and floating charge dated 14 December 2011 in favour of RBS Invoice Finance Limited
- A fixed and floating charge dated 27 November 2014 in favour of RBS Invoice Finance Limited

Preferential Creditors

There are no preferential creditors in this matter.

Non-preferential unsecured Creditors

The statement of affairs included 5 non-preferential unsecured creditors with an estimated total liability of £121,303. I have received claims from a number of creditors; however these claims have not been adjudicated for dividend purposes for the reason detailed below.

DIVIDEND PROSPECTS

Non-preferential unsecured creditors

Based on current information, it is not anticipated that there will be sufficient funds in this matter to enable a dividend to be paid to the unsecured creditors. This may change depending on the full balance of the director's loan account being realised.

INVESTIGATION INTO THE AFFAIRS OF THE COMPANY

I undertook an initial investigation into the Company's affairs to establish whether there were any potential asset recoveries or conduct matters that justified further investigation, taking account of the public interest, potential recoveries, the funds likely to be available to fund an investigation, and the costs involved.

Specifically, I recovered, listed and reviewed the Company's accounting records; obtained and reviewed copy bank statements for the 24 months prior to the Company ceasing to trade from the Company's bankers; and compared the information in the Company's last set of accounts with that contained in the statement of affairs lodged in the liquidation and made enquiries about the reasons for the changes.

There were no matters that justified further investigation in the circumstances of this appointment.

Within three months of my appointment as Liquidator, I am required to submit a confidential report to the Secretary of State to include any matters which have come to my attention during the course of my work which may indicate that the conduct of any past or present Director would make them unfit to be concerned with the management of the Company. I would confirm that my report has been submitted.

PRE-APPOINTMENT REMUNERATION

The Board previously authorised the payment of a fee of £5,000 for my assistance with preparing the statement of affairs and convening and holding the meeting of creditors at a meeting held on 22 August 2016.

Of this £600 was paid to Folkes Worton LLP for their assistance with the preparation of the Statement of Affairs.

I have been unable to draw the Statement of Affairs payable to Butcher Woods. A resolution by correspondence was circulated to creditors on 22 August 2016 regarding my remuneration however no responses were received from creditors.

LIQUIDATOR'S REMUNERATION

My remuneration has been calculated on a time cost basis based on a fees estimate of £10,490.

A resolution by correspondence was circulated to creditors on 22 August 2016 regarding my remuneration however no responses were received from creditors.

As detailed in the covering letter, your attention is drawn to the enclosed voting form. A vote must be received from creditors by the decision date, being 17 November 2017.

My total time costs to 21 August 2017 amount to £4,357.00, representing 27.10 hours' work at a blended charge out rate of £160.77 per hour. The actual blended charge out rate incurred compares with the estimated blended charge out rate of £155.41 in my fees estimate.

I have not been able to draw any remuneration in this matter, for the reason discussed above.

A detailed schedule of my time costs incurred to date compared with my original fees estimate is attached as Appendix 2.

Further information about creditors' rights can be obtained by visiting the creditors' information micro-site published by the Association of Business Recovery Professionals (R3) at <http://www.creditorinsolvencyguide.co.uk/>. A copy of 'A Creditors Guide to Liquidators' Fees' also published by R3, together with an explanatory note which shows Butcher Woods' fee policy are available at the link http://www.butcher-woods.co.uk/creditors_information.php. Please note that there are different versions of the Guidance Notes and in this case you should refer to the October 2015 version.

LIQUIDATOR'S EXPENSES

My expenses to 21 August 2017 amount to £140.10. These are yet to be drawn and are made up as follows:

<u>Nature of disbursement</u>	<u>Category 1</u>	<u>Category 2</u>	<u>Amounts drawn</u>
	£	£	£
Bordereau	70.00		Nil
Mileage		47.25	Nil
Printing & photocopying		10.05	Nil
Postage	12.80		Nil
Total	82.80	57.30	Nil

"Bordereau" is a specific bond required by legislation to insure the sums passing through the Liquidator's hands. The insurance premium is based on the estimated quantum of funds to be handled over the course of the Liquidation.

"Category 1" disbursements are those which are separately identifiable as being paid to an independent third party.

"Category 2" disbursements are payments made to the Insolvency Practitioner's firm which comprise an element of shared or allocated costs. Separate authorisation from creditors is required for these disbursements to be drawn, and this was obtained on 20 July 2016 at the meeting of creditors.

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

Professional Advisor	Nature of Work	Basis of Fees
MGR Appraisals	Valuer/Auctioneer	Percentage of realisations

MGR Appraisals were engaged to provide me with a desktop valuation of the Company's chattel assets. They have been paid £300 in this regard.

The choice of professionals was based on my perception of their experience and ability to perform this type of work and the complexity and nature of the assignment. I also considered that the basis on which they will charge their fees represented value for money. I have reviewed the charges they have made and am satisfied that they are reasonable in the circumstances of this case.

FURTHER INFORMATION

An unsecured creditor 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 their receipt of this report. Any secured creditor may request the same details in the same time limit.


An unsecured creditor may, with the permission of the Court, or with the concurrence of 10% in value of the unsecured creditors (including the creditor in question), 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. Any secured creditor may make a similar application to court within the same time limit.

To comply with the Provision of Services Regulations, some general information about Butcher Woods can be found at <http://butcher-woods.co.uk/creditors-information.php>.

SUMMARY

The Liquidation will remain open until the realisation of Mr Pugh's outstanding Director's Loan Account has been fully resolved. I estimate that this will take approximately 6-12 months and once resolved the Liquidation will be finalised and our files will be closed.

If creditors 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 Andrew on Andrew Deere, or by email at andrew.deere@butcher-woods.co.uk.


R G Butcher
Liquidator

A.A.P. Interiors Limited
(In Liquidation)

LIQUIDATOR'S RECEIPTS AND PAYMENTS ACCOUNT

	Statement of affairs £	From 22/08/2016 To 21/08/2017 £	From 22/08/2016 To 21/08/2017 £
RECEIPTS			
Plant & Machinery - Kingsway	10,750.00	0.00	0.00
Plant & Machinery - Hampshire Trust	10,800.00	0.00	0.00
Plant & Machinery - Unencumbered	500.00	500.00	500.00
Computer Equipment	100.00	100.00	100.00
Book Debts		246.66	246.66
Cash at Bank	9,074.00	9,118.57	9,118.57
Director's Loan - Mr A A Pugh	11,622.00	3,500.00	3,500.00
		<u>13,465.23</u>	<u>13,465.23</u>
PAYMENTS			
RBS Invoice Finance Limited	(2,403.00)	0.00	0.00
Kingsway Asset Finance Limited	(22,919.00)	0.00	0.00
Hampshire Trust Bank plc	(18,892.00)	0.00	0.00
Preparation of S. of A.		600.00	600.00
Agents/Valuers Fees (1)		300.00	300.00
Storage Costs		100.00	100.00
Statutory Advertising		253.80	253.80
		<u>1,253.80</u>	<u>1,253.80</u>
Net Receipts/(Payments)		<u>12,211.43</u>	<u>12,211.43</u>
MADE UP AS FOLLOWS			
Bank 1 Current		12,080.67	12,080.67
VAT Receivable / (Payable)		130.76	130.76
		<u>12,211.43</u>	<u>12,211.43</u>

Roderick Graham Butcher
Liquidator

Time Entry - SIP9 Time & Cost Summary

1728 - A.A.P. Interiors Limited
All Post Appointment Project Codes
To: 21/08/2017

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Admin & Planning	5.50	0.00	4.75	0.00	11.25	2,520.00	224.00
Case Specific Matters	0.00	0.00	0.25	3.25	3.50	365.00	101.43
Creditors	0.00	0.00	2.75	0.00	2.75	330.00	120.00
Investigators	0.00	0.00	5.00	0.00	5.00	600.00	120.00
Marketing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Non Chargeable	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Pre Appointment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Realisation of Assets	0.00	0.00	4.60	0.00	4.60	552.00	120.00
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Hours	6.50	0.00	17.35	3.25	27.10	4,357.00	160.77
Total Fees Claimed							
Total Disbursements Claimed						0.00	0.00

FEES ESTIMATE SUMMARY

Case name: A.A.P. Interiors Limited

The office holder is seeking to be remunerated on a time cost basis. We use charge out rates appropriate to the skills and experience of a member of staff and the work that they perform, recording time spent in 6 minute units. Narrative is recorded to explain the work undertaken and the time spent is analysed into different categories of work. This document provides an estimate as to how much time the office holder and his staff will spend undertaking specific tasks within broad categories of work, and the time costs of undertaking such work, which will depend upon the grade, or grades, of staff undertaking the work and the number of hours spent undertaking the work by each grade of staff. The estimated time that will be spent undertaking the work in each category of work has been multiplied by the applicable charge out rate for each member of staff that it is anticipated will undertake work in that category to arrive at the estimated total time costs attributable to that category of work on the case. We have then divided that estimated total by the estimated number of hours to arrive at what is known as a blended hourly charge out rate for that category of work. The sum of all the estimates for the different categories of work is the total estimated time costs to undertake all the necessary work on the case. Again, we have then divided that estimated total by the estimated number of hours to arrive at a blended hourly charge out rate for the case as a whole.

The hourly charge out rates that will be used on this case are:

£

Partner – appointment taker

300.00

Manager

150.00

Case Administrator

120.00

Cashier

100.00

Support staff

100.00

Description of the tasks to be undertaken	Estimated time to be taken to undertake the work	Estimated value of the time costs to undertake the work £	Blended charge out rate to undertake the work £
ADMINISTRATION			
Administering the affairs of the company/debtor in accordance with the Insolvency Legislation and Statements of Insolvency Practice	38.00	£6,690.00	£176.05

INVESTIGATIONS					
Undertaking initial investigations into the affairs of the company/debtor with a view to identifying potential asset recoveries for the benefit of creditors	15.00	£2,140.00			£142.67
REALISATION OF ASSETS					
Protecting and realising the assets of the company/debtor.	9.50	£1,060.00			£111.58
CREDITORS					
Maintaining records of the claims of creditors and formally agreeing them and paying a dividend if sufficient realisations are made	5.00	£600.00			£120.00
GRAND TOTAL FOR ALL CATEGORIES OF WORK			67.50	10,490.00	155.41

Explanatory Note: This estimate has been provided to creditors at an early stage in the administration of the case and before the office holder has full knowledge of the case. Whilst all possible steps have been taken to make this estimate as accurate as possible, it is based on the office holder's current knowledge of the case and their knowledge and experience of acting as office holder in respect of cases of a similar size and apparent complexity. As a result, the estimate does not take into account any currently unknown complexities or difficulties that may arise during the administration of the case. If the time costs incurred on the case by the office holder exceed the estimate, or is likely to exceed the estimate, the office holder will provide an explanation as to why that is the case in the next progress report sent to creditors. Since the office holder cannot draw remuneration in excess of this estimate without first obtaining approval to do so, then where the office holder considers it appropriate in the context of the case, they will seek a resolution to increase the fee estimate so that they will then be able to draw additional remuneration over and above this estimate.

Note 2: Administration and planning - This represents the work that is involved in the routine administrative functions of the case by the office holder and their staff, together with the control and supervision of the work done on the case by the office holder (and their managers). It does not give direct financial benefit to the creditors, but has to be undertaken by the office holder to meet their requirements under the insolvency legislation and the Statements of Insolvency Practice, which set out required practice that office holders must follow.

Note 3: Investigations - The insolvency legislation gives the office holder powers to take recovery action in respect of what are known as antecedent transactions, where assets have been disposed of prior to the commencement of the insolvency procedure (and also in respect of matters such as misfeasance and wrongful trading). The office holder is required by the Statements of Insolvency Practice to undertake an initial investigation in all cases to determine whether there are potential recovery actions for the benefit of creditors and the time costs recorded represent the costs of undertaking such an initial investigation. If potential recoveries or matters for further investigation are identified then the office holder will need to incur additional time costs to investigate them in detail and to bring recovery actions where necessary, and further information will be provided to creditors and approval for an increase in fees will be made as necessary. Such recovery actions will be for the benefit of the creditors and the office holder will provide an estimate of that benefit if an increase in fees is necessary. The office holder is also required by legislation to report to the Department for Business, Innovation and Skills on the conduct of the directors and the work to enable them to comply with this statutory obligations is of no direct benefit to the creditors, although it may identify potential recovery actions.

Note 4: Realisation of Assets - This is the work that needs to be undertaken to realise the known assets in the case. If this work is undertaken, the office holder anticipates that the assets will realise the estimated to realise amounts provided to creditors.

Note 5: Creditors: Employees - The office holder needs to deal with the ex-employees in order to ensure that their claims are processed appropriately by the Redundancy Payments Office (RPO). That work will include dealing with queries received from both the ex-employees and the RPO to facilitate the processing of the claims. The office holder is required to undertake this work as part of his statutory functions. Claims of creditors - the office holder needs maintain up to date records of the names and addresses of creditors, together with the amounts of their claims as part of the management of the case, and to ensure that notices and reports can be issued to the creditors. The office holder will also have to deal with correspondence and queries received from creditors regarding their claims and dividend prospects as they are received. The office holder is required to undertake this work as part of his statutory functions. Dividends - the office holder has to undertake certain statutory formalities in order to enable him to pay a dividend to creditors. This include writing to all creditors who have not lodged proofs of debt and reviewing the claims and supporting documentation lodged by creditors in order to formally agree their claims, which may involve requesting additional information and documentation from the creditors.

Notice of decisions by correspondence

A.A.P. Interiors Limited - In Creditors' Voluntary Liquidation

(Company Number 05330575)

NOTICE IS GIVEN by Roderick Graham Butcher to the creditors of A.A.P. Interiors Limited that set out below are resolutions for your consideration under rule 18.16 of The Insolvency (England and Wales) Rules 2016. Please complete the voting section below indicating whether you are in favour or against the following decision(s):

i). That the Liquidator's fees will be charged by reference to the time properly spent by him and his staff in dealing with the matters relating to the Liquidation, such time to be charged at the hourly charge out rate of the grade of staff undertaking the work at the time the work is undertaken and subject to the fees estimate set out in the report prepared in connection with fee approval and issued with the notice of this decision procedure.

ii). That the Liquidator be permitted to recover category 2 disbursements.

The final date for votes is 17 November 2017, the decision date.

1. In order for their votes to be counted creditors must submit to me their completed voting form so that it is received at Butcher Woods, 79 Caroline Street, Birmingham B3 1UP by no later than 23.59 hours on 17 November 2017. It must be accompanied by proof of their debt, (if not already lodged). Failure to do so will lead to their vote(s) being disregarded.
2. Creditors must lodge proof of their debt (if not already lodged) at the offices of Butcher Woods by no later than 23.59 on 17 November 2017, without which their vote will be invalid.
3. Creditors with claims of £1,000 or less must have lodged proof of their debt for their vote to be valid.
4. Any creditors who have previously opted out from receiving documents in respect of the insolvency proceedings are entitled to vote on the decision(s) provided they have lodged proof of their debt.
5. Creditors may, within 5 business days of delivery of this notice to them, request a physical meeting of creditors be held to determine the outcome of the decision(s) above. Any request for a physical meeting must be accompanied by valid proof of their debt (if not already lodged). A meeting will be convened if creditors requesting a meeting represent a minimum of 10% in value or 10% in number of creditors or simply 10 creditors, where "creditors" means "all creditors."
6. Creditors have the right to appeal the decision made by applying to Court under Rule 15.35 within 21 days of **17 November 2017**, the decision date.

Creditors requiring further information regarding the above, should either contact me at Butcher Woods, 79 Caroline Street, Birmingham B3 1UP, or contact Andrew Deere by telephone on 0121 236 6001, or by email at andrew.deere@butcher-woods.co.uk.

DATED THIS 20TH DAY OF OCTOBER 2017

R G Butcher
Liquidator

A.A.P. Interiors Limited - In Creditors' Voluntary Liquidation

(Company Number 05330575)

Voting on Decision

i). That the Liquidator's fees will be charged by reference to the time properly spent by them and their staff in dealing with the matters relating to the Liquidation, such time to be charged at the hourly charge out rate of the grade of staff undertaking the work at the time the work is undertaken and subject to the fees estimate set out in the report prepared in connection with fee approval and issued with this notice.

For / Against

ii). That the Liquidator be permitted to recover category 2 disbursements.

For / Against

TO BE COMPLETED BY CREDITOR WHEN RETURNING FORM:

Name of creditor: _____

Signature of creditor: _____

(Complete the following if signing on behalf of creditor, e.g. director/solicitor)

Capacity in which
signing document: _____

Date: _____

Notice of invitation to form a Liquidation Committee

A.A.P. Interiors Limited - In Creditors' Voluntary Liquidation

(Company Number 05330575)

NOTICE IS GIVEN by Roderick Graham Butcher to the creditors of A.A.P. Interiors Limited of an invitation to form a Liquidation Committee under rule 6.19 of The Insolvency (England and Wales) Rules 2016.

1. Creditors are invited to determine whether a Liquidation Committee should be established.
2. A Committee may be formed if a minimum of 3 and a maximum of 5 creditors are willing to become members.
3. Nominations can only be accepted for a creditor to become a member of the Committee if they are an unsecured creditor and have lodged a proof of their debt that has not been disallowed for voting or dividend purposes.
4. Please complete the section below, and include the name and address of any person you wish to nominate to act as a member of the Committee. The completed document should be returned to Butcher Woods, 79 Caroline Street, Birmingham B3 1UP so that it is received by no later than 23.59 on 17 November 2017, the decision date.

The final date for the decision about the formation of a Committee and for nominations for members of the Committee is 17 November 2017, the decision date.

DATED THIS 20TH DAY OF OCTOBER 2017

R G Butcher
Liquidator

A.A.P. Interiors Limited - In Creditors' Voluntary Liquidation

Voting on Decision

1. That a Liquidation Committee should be established.

For/Against

I wish to nominate the following creditor to act as a member of the committee:

Name of nominated creditor _____

TO BE COMPLETED BY CREDITOR WHEN RETURNING FORM:

Name of creditor: _____

Signature of creditor: _____

(Complete the following if signing on behalf of creditor, e.g. director/solicitor)

Capacity in which signing document: _____

Dated _____

PROOF OF DEBT
under rule 14.4 The Insolvency (England and Wales) Rules 2016

A.A.P. Interiors Limited - In Creditors' Voluntary Liquidation

Date of liquidation: 22 August 2016

1	Name of creditor:	
2	Address of creditor:	
3	<p>Claim, including VAT, as at date of Liquidation:</p> <p>Less: any payments made after that date in relation to the claim; any deduction for discounts (except a discount for immediate or early settlement) which would have been available but for the insolvency proceedings; and any adjustment as a result of set-off</p> <p>Total claim, including VAT</p>	<p>£</p> <p>£</p> <p>£</p>
4	The amount of any uncapitalised interest that is include in the claim, if any.	£
5	Particulars of how and when the debt was incurred	
6	<p>Please provide details of any documents by which debt can be substantiated:</p> <p><i>(Notes - copies need not be supplied unless specifically requested by the office holder)</i></p>	
7	Particulars and value of any security held and the date it was given:	
8	<p>Signature of creditor or authorised person:</p> <p>NAME, IN BLOCK LETTERS:</p> <p>Creditor's reference:</p>	
9	<p>Position or relationship with creditor:</p> <p><i>(eg, director, accountant, credit controller etc)</i></p>	

Guidance notes re preferential debts:

For claims arising in insolvencies commencing on or after 15 September 2003 the categories of preferential debts under section 386(1) of the Insolvency Act 1986, are as follows:

- (a) pension scheme contributions;
- (b) remuneration etc of employees;
- (c) levies on coal and steel production.

VAT bad debt relief

The provisions of the Finance Act 1990, came into effect on 26 July 1990, and introduced changes in the way that VAT on bad debts is recovered.

Your claim overleaf must be quoted inclusive of VAT. You may claim relief on your VAT return when the debt is at least six months old and has been written off. This system can also be applied to debts for any supplies made between 1 April 1989, and 25 July 1990, and such debts must be claimed gross overleaf. Any dividend you receive in respect of this claim will include payment in respect of the VAT element of your debt and you will be responsible for declaring such VAT to HM Revenue & Customs.