

LIQ03

Notice of progress report in voluntary winding up



Companies House

MONDAY



A08 *A82Z62R5* 08/04/2019 #55
COMPANIES HOUSE

1 Company details

Company number 0 5 3 5 7 5 8 5

Company name in full A & M Access Limited

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

2 Liquidator's name

Full forename(s) Stephen

Surname Hunt

3 Liquidator's address

Building name/number Tavistock House South

Street Tavistock Square

Post town London

County/Region

Postcode W C 1 H 9 L G

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 ②

Building name/number

Street

Post town

County/Region

Postcode

Country

② Other liquidator
Use this section to tell us about
another liquidator.

LIQ03

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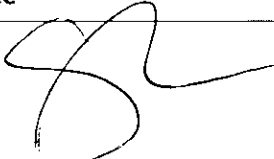
6 Period of progress report

From date	d	0	d	7	m	0	m	3	y	2	y	0	y	1	y	8
To date	d	0	d	6	m	0	m	3	y	2	y	0	y	1	y	9

7 Progress report

☒ The progress report is attached

8 Sign and date

Liquidator's signature	Signature	X		X												
Signature date	d	0	d	4	m	0	m	4	y	2	y	0	y	1	y	8

A & M Access Limited
(In Liquidation)
Liquidator's Summary of Receipts & Payments

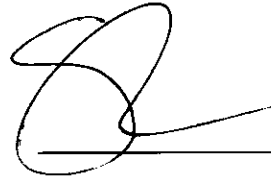
Statement of Affairs £		From 07/03/2018 To 06/03/2019 £	From 16/12/2010 To 06/03/2019 £
	SECURED ASSETS		
NIL	Goodwill	NIL	NIL
		NIL	NIL
	SECURED CREDITORS		
(5,675.07)	HSBC Bank Plc	NIL	NIL
		NIL	NIL
	ASSET REALISATIONS		
13,000.00	Book Debts	NIL	11,769.72
14,614.65	Cash held on Appointment	NIL	14,614.65
	Refund/Recovery	NIL	77.78
	Bank Interest Gross	NIL	51.95
	Bank Interest Net of Tax	NIL	3.55
	Dividend Payment	27.89	27.89
		27.89	26,545.54
	COST OF REALISATIONS		
	Specific Bond	NIL	96.00
	Preparation of S. of A.	NIL	7,500.00
	Liquidators Fees	NIL	16,504.90
	Meeting costs	NIL	150.00
	Storage Costs	NIL	275.00
	Statutory Advertising	NIL	333.75
	Statutory Costs	NIL	10.00
		NIL	(24,869.65)
	PREFERENTIAL CREDITORS		
(5,002.82)	Employees Arrears/Hol Pay	NIL	NIL
	National Insurance Fund	NIL	1,670.35
		NIL	(1,670.35)
	UNSECURED CREDITORS		
(5,192.79)	Trade & Expense Creditors	NIL	NIL
(13,398.92)	Employees	NIL	NIL
(6,000.00)	Directors	NIL	NIL
(120,000.00)	HM Revenue & Customs - PAYE	NIL	NIL
(18,000.00)	HM Revenue & Customs -VAT	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(100.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(145,754.95)		27.89	5.54
	REPRESENTED BY		
	VAT Receivable		4.47
	Disbursement account		(26.82)
	Clients No.3 A/c		27.89
			5.54

Note:

The negative balance on the disbursement account (formerly known as No 2 account) represents sums paid by Griffins which are yet to be recovered from the estate.

**A & M Access Limited
(In Liquidation)
Liquidator's Summary of Receipts & Payments**

Statement of Affairs £	From 07/03/2018 To 06/03/2019 £	From 16/12/2010 To 06/03/2019 £
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Stephen Hunt
Liquidator



**A & M Access Limited
In Creditors' Voluntary Liquidation**

**Liquidator's Annual Progress Report to Members and Creditors
for the year ending 6 March 2019**



Contents

- 1.Introduction
- 2.Receipts and Payments Accounts
- 3.Realisation of Assets
- 4.Investigations
- 5.Statutory and Professional Compliance
- 6.Creditors' Communication, Claims and Distributions
- 7.Liquidator's Remuneration
- 8.Liquidator's Expenses and Disbursements
- 9.Quality of Service, Data Privacy and Code of Ethics
10. Creditors' Rights
- 11.Next Report

Appendices

- A. Statutory Information
- B. Receipts and payments account for the period 7 March 2018 to 6 March 2019, together with an account for the entire period of the liquidation
- C. Griffins' time analysis for the period 7 March 2018 to 6 March 2019, and for the entire period of the appointment
- D. Statutory and Creditor Compliance Tasks
- E. Creditors' Rights - Rules 18.9 and 18.34 of the Insolvency (England and Wales) Rules 2016 ("IR 2016")



1 Introduction

In accordance with Rules 18.3 and 18.7 of the IR 2016, I now provide creditors with an annual progress report, which should be read in conjunction with my previous reports. Additional information in respect of the company and office holders is attached at Appendix A.

2 Receipts and Payments Accounts

An account of my receipts and payments for the period 7 March 2018 to 6 March 2019 is at Appendix B, together with an account for the entire period of the liquidation and a comparison with the amounts recorded in the Statement of Affairs.

The receipts and payments account reflects actual payments made to date rather than accrued unpaid expenses (see Section 8 for total expenses incurred to date).

My specific bond has been paid by Griffins and is not shown in the receipts and payments account at Appendix B.

The receipts and payments account contains some information from prior to my appointment and as such I am unable to verify these figures.

3 Realisation of Assets

Dividend Payment

The sum of £27.89 has been received during the reporting period from Pricewaterhouse Coopers LLP, the Liquidators of Rok Building Ltd, in relation to dividend payment.

4 Investigations

As previously reported, I am attempting to obtain the former office holder's records for the purpose of any investigation and this remains ongoing. I am conducting what additional enquiries I can undertake and I will provide a further update to creditors in my next report.

5 Statutory and Professional Compliance

I am required to meet a considerable number of statutory and regulatory obligations. This work does not provide a direct financial benefit to creditors but is a necessary requirement of the liquidation process.

Whilst these tasks do not have a direct benefit in enhancing realisations for the insolvent estate, they assist in the efficient and compliant progression of the liquidation. This ensures that my staff and I carry out our work to high professional standards.

In order that creditors can have an informed understanding of these matters, they are listed at Appendix D.



6 Creditors' Communication, Claims and Distributions

I am required, as Liquidator, to undertake certain tasks in relation to creditors' claims. This work does not provide a direct financial benefit to the liquidation estate but is essential to the administration of the case.

In order that creditors can have an informed understanding of these matters, they are also listed at Appendix D.

The current position as regards creditors' claims is detailed below.

Secured Creditors

As previously reported HSBC Bank PLC holds fixed and floating charge over the company's property and assets. The charge was created on 3 June 2005.

At the date of liquidation, the indebtedness was estimated at £5,675.07 and has not yet been agreed. Due to no files being received from the former office holder, I cannot comment on the position of the secured creditor and their claim in the liquidation.

To date, no sums have been paid in respect of this charge

Funds set aside for Unsecured Creditors

Where the company has granted a floating charge on or after the 15 September 2003, Section 176A IA 1986 provides that a share of the assets subject to a floating charge is reserved for distribution to unsecured creditors in priority to the chargeholder, subject to certain exceptions. This share is known as the "prescribed part".

The prescribed part is calculated as a percentage of the value of the company's net property. Net property is floating charge realisations, net of costs and preferential claims. The prescribed part is calculated as 50% of the first £10,000 of net property, plus 20% of anything thereafter, subject to a cap of £600,000.

At this stage, it is not possible to estimate the value of the company's property which is subject to a floating charge. I will continue to review the position to determine whether any prescribed part sum does become available to unsecured creditor.

Preferential Creditors

As per the estimated Statement of Affairs, the preferential creditors' claims amount to £5,002.82, in respect of employees' wage and holiday pay arrears. From the information available, preferential claims totalling £3,510 were received when Mr Katz was in office and, a distribution of 47.53 p in the £ was paid to preferential creditors on 8 August 2014. This is to be reviewed once the former office holder's files have been received.

It is uncertain whether there will be sufficient funds to make a further distribution to preferential creditors.

Unsecured Creditors

The Statement of Affairs showed unsecured creditors with a total value of £162,591.71.



Dividend prospects are presently uncertain.

7 Liquidator's Remuneration

The time my staff and I have recorded as incurred for the period 7 March 2018 to 6 March 2019 totals £1,481.24.

The time my staff and I have recorded as incurred for the entire period of my appointment totals £3,649.98.

The time incurred is recorded in my time analysis report, attached at Appendix C, under the following classifications:

- Administration & Planning
- Creditors
- Investigations

The report also provides details of the activity costs incurred by staff grade to date.

It is Griffins' policy to use the most junior grade of staff compatible with the efficient conduct of a matter, in order to ensure that costs to creditors are kept to a minimum. Where investigation work has been undertaken, this will normally be carried out by a senior member of staff and partner. Such investigations are conducted with regard to the level of assets available to fund any further investigations or actions, and the materiality of any matters that have been identified.

The basis of the Liquidator's remuneration has not been agreed. To date I have not drawn any fees for acting as Liquidator.

Further information regarding remuneration can be found in "A Creditors' Guide to Liquidators' Fees", which is available for download at <http://www.griffins.net/technical/>. A hard copy can be provided upon request.

A hard copy of Griffins charge-out rates and disbursements policy may be obtained on request at no cost.

In addition, creditors can find more information on the insolvency process at <http://www.creditorinsolvencyguide.co.uk/>.

8 Liquidator's Expenses and Disbursements

'Expenses' are amounts properly payable by the office holder from the estate. These may include, but are not limited to, legal and agents' fees.

'Disbursements' are expenses met by the office holder and reimbursed to the office holder in connection with an insolvency appointment and will fall into two categories, category 1 and category 2.

No disbursements have been incurred or paid during the period of my report.



9 Quality of Service, Data Privacy and Code of Ethics

My staff and I endeavour to provide the best possible standards at all times.

Our updated privacy policy explains the measures we take to protect your data and the legal basis for doing so. Please review our updated Privacy Policy on our website: <http://www.griffins.net/data-privacy-notice/>.

I am bound by Code of Ethics for Insolvency Practitioners when carrying out all professional work relating to insolvency appointments. Please refer to Institute of Chartered Accountants in England and Wales website for further details: <https://www.icaew.com/-/media/corporate/files/members/regulations-standards-and-guidance/ethics/code-of-ethics-part-d-insolvency-practitioners-1-jan-2011.ashx>

If you would like to make any comments, suggestions, raise a query or make a complaint about the service you have received, please contact my team manager, Ian Ramsay in the first instance at ian.ramsay@griffins.net. We will provide a response within 28 days.

10 Creditors' Rights

Creditors are advised that Rule 18.9 IR 2016 provides the right to make a request to the Liquidator for further information about remuneration or expenses which have been itemised in this report. Further, Rule 18.34 IR 2016, provides creditors with a right to challenge the Liquidator's remuneration and expenses.

Copies of these Rules are attached at Appendix E, for your information.

11 Next Report

I will report again following the next anniversary of the liquidation, or sooner if the administration of the liquidation is complete.



Stephen Hunt
Liquidator

Date: 2 April 2019



**A & M Access Limited
In Creditors' Voluntary Liquidation**

Statutory information



Company information

Company name: A & M Access Limited
Trading name: As above
Company registration number: 05357585
Nature of business: Rent other machinery & equip
Registered office: Griffins, Tavistock House South, Tavistock Square, London WC1H 9LG
Previous registered office: 26-28 Bedford Row, London, WC1R 4HE
Trading address: Unit K1 Tyburn Trading Estate, Ashold Farm Road, Erdington, Birmingham, West Midlands, B24 9QG

Liquidator's details

Name: Stephen Hunt
IP number: 9183
Name of firm: Griffins
Firm's address: Tavistock House South, Tavistock Square, London WC1H 9LG
Date of Successor Appointment: 7 March 2017

Former Office Holder's details

Name: Stephen Mark Katz
IP number: 8681
Name of firm: David Rubin & Partners LLP
Firm's address: 26-28 Bedford Row, London, WC1R 4HE
Date of Appointment: 16 December 2010
Date ceased to act: 13 January 2015



**A & M Access Limited
In Creditors' Voluntary Liquidation**

Receipts and payments account for the period 7 March 2018 to 6 March 2019, together
with an account for the entire period of the liquidation



**A & M Access Limited
(In Liquidation)
Liquidator's Summary of Receipts & Payments**

Appendix B

Statement of Affairs £		From 07/03/2018 To 06/03/2019 £	From 16/12/2010 To 06/03/2019 £
	SECURED ASSETS		
NIL	Goodwill	NIL	NIL
		NIL	NIL
	SECURED CREDITORS		
(5,675.07)	HSBC Bank Plc	NIL	NIL
		NIL	NIL
	ASSET REALISATIONS		
13,000.00	Book Debts	NIL	11,769.72
14,614.65	Cash held on Appointment	NIL	14,614.65
	Refund/Recovery	NIL	77.78
	Bank Interest Gross	NIL	51.95
	Bank Interest Net of Tax	NIL	3.55
	Dividend Payment	27.89	27.89
		27.89	26,545.54
	COST OF REALISATIONS		
	Specific Bond	NIL	96.00
	Preparation of S. of A.	NIL	7,500.00
	Liquidators Fees	NIL	16,504.90
	Meeting costs	NIL	150.00
	Storage Costs	NIL	275.00
	Statutory Advertising	NIL	333.75
	Statutory Costs	NIL	10.00
		NIL	(24,869.65)
	PREFERENTIAL CREDITORS		
(5,002.82)	Employees Arrears/Hol Pay	NIL	NIL
	National Insurance Fund	NIL	1,670.35
		NIL	(1,670.35)
	UNSECURED CREDITORS		
(5,192.79)	Trade & Expense Creditors	NIL	NIL
(13,398.92)	Employees	NIL	NIL
(6,000.00)	Directors	NIL	NIL
(120,000.00)	HM Revenue & Customs - PAYE	NIL	NIL
(18,000.00)	HM Revenue & Customs -VAT	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(100.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(145,754.95)		27.89	5.54
	REPRESENTED BY		
	VAT Receivable		4.47
	Disbursement account		(26.82)
	Clients No.3 A/c		27.89
			5.54

Note:

The negative balance on the disbursement account (formerly known as No 2 account) represents sums paid by Griffins which are yet to be recovered from the estate.



**A & M Access Limited
(In Liquidation)
Liquidator's Summary of Receipts & Payments**

Appendix B

Statement of Affairs £	From 07/03/2018 To 06/03/2019 £	From 16/12/2010 To 06/03/2019 £
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Stephen Hunt
Liquidator



**A & M Access Limited
In Creditors' Voluntary Liquidation**

Griffins' time analysis for the period 7 March 2018 to 6 March 2019, and for the entire period
of the appointment



Time Entry - Detailed SIP9 Time & Cost Summary

AMACC01 - A & M Access Limited
From: 07/03/2018 To: 06/03/2019
Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Administrators	Total Hours	Time Cost (£)	Average Hourly Rate (£)
STATUTORY - Statutory Duties	0.33	0.83	0.00	0.42	4.17	4.92	1,307.90	266.01
Administration & Planning	0.33	0.83	0.00	0.42	4.17	4.92	1,307.90	266.01
CREDITOR - Creditor Related Work	0.00	0.00	0.00	0.00	0.67	0.67	173.34	260.01
Creditors	0.00	0.00	0.00	0.00	0.67	0.67	173.34	260.01
Total Hours	0.33	0.83	0.00	0.42	4.83	5.58	1,481.24	265.30
Total Fees Claimed							0.00	

Time Entry - Detailed SIP9 Time & Cost Summary

AMACC01 - A & M Access Limited
From: 07/03/2017 To: 06/03/2019
Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Administrators	Total Hours	Time Cost (£)	Average Hourly Rate (£)
STATUTORY : Statutory Duties	0.50	1.42	0.17	1.08	11.75	13.25	3,372.47	254.53
Administration & Planning	0.50	1.42	0.17	1.08	11.75	13.25	3,372.47	254.53
CREDITOR : Creditor Related Work	0.00	0.00	0.00	0.00	1.00	0.67	173.34	260.01
Creditors	0.00	0.00	0.00	0.00	1.00	0.67	173.34	260.01
INV-INIT : Initial Investigations	0.00	0.08	0.00	0.00	0.42	0.50	104.17	208.34
Investigations	0.00	0.08	0.00	0.00	0.42	0.50	104.17	208.34
Total Hours	0.50	1.50	0.17	1.08	13.17	14.42	3,649.98	253.18
Total Fees Claimed							0.00	

**A & M Access Limited
In Creditors' Voluntary Liquidation**

Statutory and Creditor Compliance Tasks



Post-Appointment Statutory and Professional Compliance

I am required, as Liquidator, to undertake the following tasks:

- On appointment, set the case up on our insolvency database and maintain and separately record all financial records on the case, including the recording of creditors and employees;
- Notify creditors of my appointment;
- Obtain a Specific Penalty bond for a sum equal to the company's assets subject to the statutory provisions. This bond covers any losses to the estate for any possible fraud or dishonesty of the Liquidator whether acting alone or in collusion with one or more persons and/or the fraud and dishonesty of any person committed with the connivance of the Liquidator;
- Convene and hold a meeting of creditors to provide creditors with the opportunity to establish a Liquidation Committee;
- Undertake a one month case review to ensure that all initial statutory matters have been completed, asset realisation and initial investigations commenced;
- Obtain the company's books and records;
- Establish whether the company has an occupational pension.

Annual Statutory and Professional Compliance

In addition to the tasks identified above, each year I am required to undertake the following statutory tasks:

- Prepare and issue an Annual Report to creditors;
- Undertake bi-annual case reviews to ensure that the case is being progressed efficiently and in a timely manner; statutory duties have been undertaken; consider any ethical, money laundering and Bribery Act 2010 issues pertaining to the case and ensure that any identified matters are addressed;
- Submit VAT returns to HM Revenue and Customs, to ensure that any VAT refunds or payments are received or paid;
- Submit annual Tax returns to HM Revenue and Customs;
- Maintain the case cash book, by undertaking quarterly reconciliations.

Closing Statutory and Professional Compliance

After concluding all case related matters, I am required to:

- Prepare and submit a letter to HM Revenue and Customs requesting clearance to close the case;
- Reconcile the cash book ready for closure;
- Prepare and issue the Final Account to creditors;

- If the creditors have so resolved, obtain my release from the Secretary of State;
- Retain and store the liquidation records for a minimum of 6 years after the vacation of office.

Tasks in relation to creditors' claims

- Ensure that all creditors' claims are listed with the correct addresses and references and that the amount claimed correlates to the Statement of Affairs;
- Enter proof of debt forms/claims as and when they are received;
- Before paying a dividend, review the level of funds available and ensure that all costs and expenses have been paid in accordance with the rules of priority;
- Assignment of the right to dividend, where notice is given to the office holder by a person entitled to a dividend that he wishes the dividend to be paid to another person;
- Deal with enquires from creditors;
- Adjudicate on claims;
- Calculate the prescribed part;
- Declare and pay a dividend, if sufficient funds are available.

**A & M Access Limited
In Creditors' Voluntary Liquidation**

Creditors' rights - Rules 18.9 and 18.34 of the Insolvency (England and Wales) Rules 2016



Insolvency (England and Wales) Rules 2016

Rule 18.9

Creditors' and members' requests for further information in administration, winding up and bankruptcy

(1) The following may make a written request to the office-holder for further information about remuneration or expenses (other than pre-administration costs in an administration) set out in a progress report under rule 18.4(1)(b), (c) or (d) or a final report under rule 18.14—

- (a) a secured creditor;
- (b) an unsecured creditor with the concurrence of at least 5% in value of the unsecured creditors (including the creditor in question);
- (c) members of the company in a members' voluntary winding up with at least 5% of the total voting rights of all the members having the right to vote at general meetings of the company;
- (d) any unsecured creditor with the permission of the court; or
- (e) any member of the company in a members' voluntary winding up with the permission of the court.

(2) A request, or an application to the court for permission, by such a person or persons must be made or filed with the court (as applicable) within 21 days of receipt of the report by the person, or by the last of them in the case of an application by more than one member or creditor.

(3) The office-holder must, within 14 days of receipt of such a request respond to the person or persons who requested the information by—

- (a) providing all of the information requested;
- (b) providing some of the information requested; or
- (c) declining to provide the information requested.

(4) The office-holder may respond by providing only some of the information requested or decline to provide the information if—

- (a) the time or cost of preparation of the information would be excessive; or
- (b) disclosure of the information would be prejudicial to the conduct of the proceedings;
- (c) disclosure of the information might reasonably be expected to lead to violence against any person; or
- (d) the office-holder is subject to an obligation of confidentiality in relation to the information.

(5) An office-holder who does not provide all the information or declines to provide the information must inform the person or persons who requested the information of the reasons for so doing.

(6) A creditor, and a member of the company in a members' voluntary winding up, who need not be the same as the creditor or members who requested the information, may apply to the court within 21 days of—

- (a) the office-holder giving reasons for not providing all of the information requested;

or

(b) the expiry of the 14 days within which an office-holder must respond to a request.

(7) The court may make such order as it thinks just on an application under paragraph (6).

Rule 18.34

Remuneration and expenses: application to court by a creditor or member on grounds that remuneration or expenses are excessive

(1) This rule applies to an application in an administration, a winding-up or a bankruptcy made by a person mentioned in paragraph (2) on the grounds that—

(a) the remuneration charged by the office-holder is in all the circumstances excessive;

(b) the basis fixed for the office-holder's remuneration under rules 18.16, 18.18, 18.19, 18.20 and 18.21 (as applicable) is inappropriate; or

(c) the expenses incurred by the office-holder are in all the circumstances excessive.

(2) The following may make such an application for one or more of the orders set out in rule 18.36 or 18.37 as applicable—

(a) a secured creditor,

(b) an unsecured creditor with either—

(i) the concurrence of at least 10% in value of the unsecured creditors (including that creditor), or

(ii) the permission of the court, or

(c) in a members' voluntary winding up—

(i) members of the company with at least 10% of the total voting rights of all the members having the right to vote at general meetings of the company, or

(ii) a member of the company with the permission of the court.

(3) The application by a creditor or member must be made no later than eight weeks after receipt by the applicant of the progress report under rule 18.3, or final report or account under rule 18.14 which first reports the charging of the remuneration or the incurring of the expenses in question ("the relevant report").



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	Eva Ogunro
Company name	Griffins
Address	Tavistock House South Tavistock Square
Post town	London
County/Region	
Postcode	W C 1 H 9 L G
Country	
DX	
Telephone	020 7554 9600



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