

LIQ03

Notice of progress report in voluntary winding up



Companies House

TUESDAY



A8E0FHM3

A23

24/09/2019

#182

COMPANIES HOUSE

1 Company details

Company number 0 5 8 6 3 1 9 2

Company name in full P & T Consultancy Limited

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

2 Liquidator's name

Full forename(s) Christopher David

Surname Horner

3 Liquidator's address

Building name/number 47-49 Duke Street

Street Darlington

Post town County Durham

County/Region

Postcode D L 3 7 S D

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.

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6 Period of progress report

From date	^d 0	^d 6	^m 0	^m 9	^y 2	^y 0	^y 1	^y 8
To date	^d 0	^d 5	^m 0	^m 9	^y 2	^y 0	^y 1	^y 9

7 Progress report

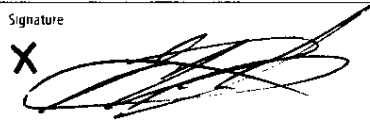
☒ The progress report is attached

8 Sign and date

Liquidator's signature

Signature

X



X

Signature date

^d 2	^d 0	^m 0	^m 9	^y 2	^y 0	^y 1	^y 9
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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 **Daniel Harrison**

Company name **Robson Scott Associates Ltd**

Address **47-49 Duke Street**

Darlington

Post town **County Durham**

County/Region

Postcode **D L 3 7 S D**

Country

DX

Telephone **01325 365 950**



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

LIQUIDATOR'S FIRST ANNUAL REPORT ON THE LIQUIDATION OF P & T CONSULTANCY LIMITED– ("THE COMPANY")

STATUTORY INFORMATION

Company Name: P & T Consultancy Limited

Company Number: 05863192

Registered Office: C/o Robson Scott Associates, 49 Duke Street, Darlington, Co. Durham, DL3 7SD

Former Registered Office: The Thorns, 11 Rufford Road, Whalley Range, Manchester, M16 8AE

Trading Name: P & T Consultancy Limited

Trading Address: The Thorns, 11 Rufford Road, Whalley Range, Manchester, M16 8AE

INTRODUCTION

I, Christopher David Horner, of Robson Scott Associates Limited, 49 Duke Street, Darlington, DL3 7SD was appointed as Liquidator of the above Company on 06 September 2018.

This report covers the period of the Liquidation from my appointment to 05 September 2019. This report should be read in conjunction with any previous reports to creditors.

RECEIPTS AND PAYMENTS ACCOUNT

My Receipts & Payments Account for the period from 06 September 2018 to 05 September 2019 is attached at Appendix 1.

The balance of funds are held in a designated case account.

ASSET REALISATIONS AND ASSETS STILL TO BE REALISED

The Statement of Affairs presented at the meeting of creditors on 06/09/2018 advised that the Company had assets as detailed below:-

Asset	Book Value	Estimated to Realise	Realised to Date
Furniture & Equipment	£2,037.00	£600.00	£0.00

Funds not on the Statement of Affairs have been realised as follows:

Plant and Machinery- An offer to purchase the assets including the electrical equipment of the Company for £600 plus VAT was accepted, following advice received from independent valuers

confirming that the offer represented market value, and funds of £720 have subsequently been received.

In accordance with Statement of Insolvency Practice 13, I confirm that the sale was to a connected party and therefore details of this transaction are as follows:-

Date of Sale	Assets sold	Consideration paid and date	Name of Purchaser	Relationship with the Company
09/01/2019	Electrical Equipment	£720 received on 09/01/2019	Geoffrey Maddock	Company Director

Funds not on the Statement of Affairs have been realised as follows.

Cash on Hand of £3,600 represents funds paid personally by the Director, Dr Rachel Marianne Sills, towards the fee for preparing the Statement of Affairs and convening and holding the meeting of creditors.

VAT is recoverable in this matter as the Company was previously VAT registered.

No further realisations are anticipated from the Company.

INVESTIGATIONS

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 him unfit to be concerned with the management of the Company. I would confirm that I have complied with my obligations in this matter.

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 18 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.

PAYMENTS

Creditors previously authorised the payment of a fee of £3,000 plus VAT for my assistance with preparing the statement of affairs and convening and holding the meeting of creditors at a meeting held on 06 September 2018.

The fee for preparing the Statement of Affairs and convening and holding the meeting of creditors was paid by the Director, Rachel Sills.

My remuneration was previously authorised by the creditors at a meeting held on 06 September 2018. I was authorised to draw a fixed fee of £6,000 for my work in respect of Administration, Initial Investigation and Creditors.

I have drawn £926.48 to 05 September 2019.

A description of the routine work undertaken in the Liquidation to date is as follows:

1. Statutory

- Preparing the documentation and dealing with the formalities of appointment.
- Statutory notifications and advertising.
- Preparing documentation required.
- Dealing with all routine correspondence.
- Maintaining physical case files and electronic case details on CCH Insolvency.
- Review and storage.
- Case bordereau.
- Case planning and administration.
- Preparing reports to members and creditors.
- Convening and holding meetings of members and creditors.

2. Cashiering

- Maintaining and managing the Liquidator's cashbook and bank account.
- Ensuring statutory lodgements and tax lodgement obligations are met.

3. Creditors

- Dealing with creditor correspondence and telephone conversations.
- Preparing reports to creditors.
- Maintaining creditor information on CCH Insolvency.
- Reviewing proofs of debt received from creditors.
- Obtaining information from the case records about employee claims.
- Completing documentation for submission to the Redundancy Payments Office.
- Corresponding with employees regarding their claims.
- Liaising with the Redundancy Payments Office regarding employee claims.
- Dealing with creditor correspondence, emails and telephone conversations regarding their claims.

4. Investigations

- Review and storage of books and records.
- Preparing a return pursuant to the Company Directors Disqualification Act.
- Conducting investigations into suspicious transactions.
- Review books and records to identify any transactions or actions a Liquidator may take against a third party in order to recover funds for the benefit of creditors.

5. Realisation of Assets

- Liaising with the Company's bank regarding the closure of the account.
- Sale of Assets

Category 1 Disbursements, which do not require approval, have been paid as follows:-

Disbursement	Payee	Incurred	Paid
Statutory Advertising	The Stationery Office	£185.52	£185.52

ID Checks	Veriphy Ltd	£8.00	£8.00
Specific Bond	Willis Limited	£20.00	£20.00
Agents/Valuers Fees	JPS Chartered Surveyors	£180.00	£180.00

In dealing with the sale of the Company's assets, JPS Chartered Surveyors have been instructed to prepare a valuation report and sell the Company's assets. JPS Chartered Surveyors are to be remunerated on a percentage basis of 10% of net realisations plus disbursements and valuation costs. Total costs of £180.00 have been incurred to date and this balance has been paid in full.

The choice of professionals was based on my perception of their experience and ability to perform this type of work, the complexity and nature of the assignment and the basis of my fee arrangement with them. The fees charged have been reviewed and I am satisfied that they are reasonable in the circumstances of this case.

No Category 2 Disbursements, approved at the creditors meeting on 06 September 2018 have been incurred or drawn.

As at 06 September 2019 I do not anticipate that the expenses I will incur in this matter will exceed the total expenses I estimated I would incur when my remuneration was authorised by the creditors.

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 are available at the link www.robsonscottassociates.co.uk.

A copy of this firm's policy for charging disbursements is enclosed for your information. Robson Scott Associates Limited or any successor firm reserves the right to change the scale rates and grade structure of staff as and when appropriate.

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 Robson Scott Associates can be found www.robsonscottassociates.co.uk.

CREDITORS' CLAIMS AND DIVIDEND PROSPECTS

Secured Creditors

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.

The 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. In this case there were no creditors secured by a floating charge such that the prescribed part provisions do not apply.

Preferential Creditors

The statement of affairs anticipated £17,023.93 in preferential creditors. Claims totaling £2,892.66 have been received.

Crown Creditors

The statement of affairs included £18,751.70 owed to HMRC. HMRC's final claim of £19,415.002 has been received.

Non-preferential unsecured Creditors

The statement of affairs included 3 non-preferential unsecured creditors with an estimated total liability of £18,722.70. I have received claims from 2 creditors at a total of £24,565.99. I have not received claims from 1 creditor with original estimated claims in the statement of affairs of £150.00.

DIVIDEND PROSPECTS

Based on the expected level of realisations no dividend will be paid to any class of creditor.

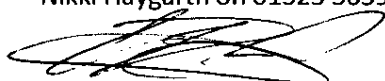
In view of the lack of dividend prospects to any class of creditor in this case claims received have not been formally adjudicated.

SUMMARY

The Liquidation will remain open until all closure procedures have been carried out. I estimate that this will take approximately 3 months and once resolved the Liquidation will be finalised and our files will be closed.

Robson Scott Associates Ltd uses personal information in order to fulfil the legal obligations of our Insolvency Practitioners under the Insolvency Act and other relevant legislation, and also to fulfil the legitimate interests of keeping creditors and others informed about the insolvency proceedings. You can find more information on how Robson Scott Associates Ltd uses your personal information on our website at www.robsonscottassociates.co.uk/privacy-policy/

Should you have any queries regarding this report, or the Liquidation in general, please contact Nikki Haygarth on 01325 365950 or by e-mail at admin@robsonscott.co.uk.

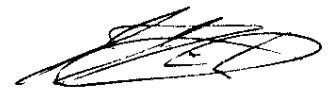


Christopher David Horner
Liquidator

Christopher David Horner is an insolvency practitioner (no 16150) authorised by the Insolvency Practitioners Association and holds professional indemnity insurance covering all his formal insolvency appointments with Travelers Insurance Company, 61-63 London Road, Redhill, Surrey, RH1 1NA

P & T Consultancy Limited
(In Liquidation)
's Summary of Receipts & Payments

Statement of Affairs £		From 06/09/2018 To 05/09/2019 £	From 06/09/2018 To 05/09/2019 £
	ASSET REALISATIONS		
	Cash on Hand	3,600.00	3,600.00
600.00	Furniture & Equipment	720.00	720.00
		4,320.00	4,320.00
	COST OF REALISATIONS		
	Agents/Valuers Fees (1)	180.00	180.00
	Office Holders Fees	926.48	926.48
	Preparation of S. of A.	3,000.00	3,000.00
	Specific Bond	20.00	20.00
	Statutory Advertising	185.52	185.52
	Sundry Costs	8.00	8.00
		(4,320.00)	(4,320.00)
	UNSECURED CREDITORS		
(18,571.70)	Customs & Excise	NIL	NIL
(17,023.93)	Employees	NIL	NIL
(151.00)	Trade & Expense Creditors	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(2.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(35,148.63)		(0.00)	(0.00)
	REPRESENTED BY		
			NIL



Christopher David Horner

ROBSON SCOTT ASSOCIATES LIMITED – FEES AND DISBURSEMENTS POLICY

This policy applies where a licensed Insolvency Practitioner in this firm is seeking appointment, or is currently acting, as an office holder of an insolvent estate and a resolution will be proposed or has been approved authorising fees to be drawn from the estate.

Chargeout Rates		Robson Scott Associates Limited 47-49 Duke Street Darlington County Durham DL3 7SD
Grade	(£ per hour)	
Insolvency Practitioner	325	Time costs are calculated using 6 minute units. In the event that the fee agreement does not provide for fees on a time cost basis, this information is produced for information only and fees will be drawn on the basis agreed
Director	305	
Manager	235	
Supervisor	190	
Senior Administrator	160	
Case Administrator	125	
Cashier	95	
Support Staff	95	

Agent's Costs

Charged at cost based upon the charge made by the Agent instructed, the term Agent includes:

- Solicitors/Legal Advisors
- Auctioneers/Valuers
- Accountants
- Quantity Surveyors
- Estate Agents
- Other Specialist Advisors

Disbursements

In accordance with Statement of Insolvency Practice 9 (SIP9) the basis of disbursement allocation in respect of disbursements incurred by the Office Holder in connection with the administration of the estate must be fully disclosed to creditors. Disbursements are categorised as either Category 1 or Category 2.

Category 1 disbursements: These are costs where there is specific expenditure directly referable both to the appointment in question and a payment to an independent third party. These may include, for example, advertising, room hire, storage, postage, telephone charges, travel expenses, statutory report web-hosting and equivalent costs reimbursed to the office holder or his or her staff. Category 1 disbursements can be drawn without prior approval although an office holder should be prepared to disclose information about them in the same way as any other expenses.

Category 2 disbursements: These are costs that are directly referable to the appointment in question but not to a payment to an independent third party. They may include shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis, for example, business mileage. Category 2 disbursements may be drawn if they have been approved in the same manner as an office holder's remuneration. When seeking approval, an office holder should explain, for each category of expense, the basis on which the charge is being made. If an office holder has obtained approval for the basis of category 2 disbursements, that basis may continue to be used in a sequential appointment where further approval on the basis of remuneration is not required, or where the office holder is replaced.

Category 2 disbursements are proposed to be recovered as follows:

Dishonoured Cheque	£25 per cheque
Mileage	55 pence per mile
Photocopying	15 pence per sheet
File set up	£20 per file
Meeting room hire (when not rechargeable at Cat 1)	£65 per statutory meeting
Compulsory Winding Up/ Bankruptcy Petition drafting	£1,550 plus VAT per petition drafted
Storage of books and records	£10 per standard archive box per month £15 per large archive box per month

For further information, the publication, A Creditors' Guide to fees is available to view via our website; www.robsonscott.co.uk. If, however, you do not have access to the internet and require a hard copy, please contact the office and one will be posted to you

Please note that chargeout rates and disbursements are reviewed annually and may be subject to change.