

# LIQ03

## Notice of progress report in voluntary winding up



Companies House

SATURDAY



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A34

31/03/2018

#114

COMPANIES HOUSE

### 1 Company details

Company number 0 5 8 6 3 5 4 8

Company name in full Service Warrior Limited

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

### 2 Liquidator's name

Full forename(s) Sandra

Surname McAlister

### 3 Liquidator's address

Building name/number 10 St Helen's Road

Street

Post town

Swansea

County/Region

Postcode

S A 1 4 A W

Country

### 4 Liquidator's name ①

Full forename(s) Simon Thomas

Surname Barriball

① Other liquidator  
Use this section to tell us about  
another liquidator.

### 5 Liquidator's address ②

Building name/number 10 St Helen's Road

Street

Post town

Swansea

County/Region

Postcode

S A 1 4 A W

Country

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

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**6** Period of progress report

From date	<sup>d</sup> 0	<sup>d</sup> 6	<sup>m</sup> 0	<sup>m</sup> 3	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 1	<sup>y</sup> 7
To date	<sup>d</sup> 0	<sup>d</sup> 5	<sup>m</sup> 0	<sup>m</sup> 3	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 1	<sup>y</sup> 8

**7** Progress report

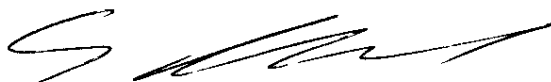
☒ The progress report is attached

**8** Sign and date

Liquidator's signature

Signature

X



X

Signature date

<sup>d</sup> 2	<sup>d</sup> 9	<sup>m</sup> 0	<sup>m</sup> 3	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 1	<sup>y</sup> 8
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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

Company name

**McAlister & Co Insolvency  
Practitioners Limited**

Address

**10 St Helen's Road**

**Swansea**

Post town

**SA1 4AW**

County/Region

Postcode

Country

DX

Telephone

**03300563600**



**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](http://www.gov.uk/companieshouse) or email [enquiries@companieshouse.gov.uk](mailto: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](http://www.gov.uk/companieshouse)**

**Service Warrior Limited**  
**(In Liquidation)**  
**Joint Liquidators' Summary of Receipts & Payments**

Statement of Affairs £	From 06/03/2017 To 05/03/2018 £	From 06/03/2014 To 05/03/2018 £
ASSET REALISATIONS		
Merchant Services	NIL	357.13
Director Contributions	NIL	3,500.00
Bank Interest Gross	0.08	1.26
	0.08	3,858.39
COST OF REALISATIONS		
Specific Bond	36.00	36.00
Preparation of S. of A.	NIL	2,500.00
Liquidators Fees	NIL	710.00
Liquidators Disbursements	46.00	85.60
Liquidators Disbursements	NIL	428.26
Stationery & Postage	2.00	9.68
	(84.00)	(3,769.54)
PREFERENTIAL CREDITORS		
(764.44) Employee - Wage Arrears/Holiday Pay	NIL	NIL
	NIL	NIL
UNSECURED CREDITORS		
(1,189.01) Trade & Expense Creditors	NIL	NIL
(8,395.56) Employees	NIL	NIL
Directors	NIL	NIL
(22,148.42) Banks/Institutions	NIL	NIL
	NIL	NIL
DISTRIBUTIONS		
(1.00) Ordinary Shareholders	NIL	NIL
	NIL	NIL
(32,498.43)	(83.92)	88.85
REPRESENTED BY		
Vat Receivable		751.52
Bank 1 Current		72.45
Vat Control Account		(735.12)
		88.85

**Service Warrior Limited ("the Company") Creditors' Voluntary Liquidation ("CVL")**  
**Registered number: 05863548**  
**Joint Liquidators' Progress Report for the period from 6 March, 2014 to**

Simon Thomas Barniball and I, of McAlister & Co Insolvency Practitioners Limited, are the Joint Liquidators of the Company and this is our Fourth progress report concerning the liquidation of the Company.

**Key highlights of this report**

A summary of the key information contained within this report is as follows:

- Assets realised total £3858.39 (excluding VAT recovered in the liquidation).
- Liquidators' remuneration was approved by creditors on a time costs basis, at the S98 meeting which took place on 6 March, 2014. Fees of £710 which has been drawn to date.
- It is not expected that there will be a distribution to creditors in this matter.

**Appendices**

The following appendices are attached which should be read in conjunction with this report:

Appendix 1	Statutory Information
Appendix 2	Receipts and Payment Account (Receipts and Payments are shown net of VAT)
Appendix 3	SIP 9 report of Liquidator's Time Costs
Appendix 4	Summary of Joint Liquidators Activities
Appendix 5	Category 1 and 2 Disbursements

**Progress and asset realisations during the period**

During the liquidation, we have realised the following Company assets:

**Cash from Merchant Services Account**

The sum of £357.13 has been received representing the credit balance on the Company's bank account following asset realisations prior to my appointment.

**Director Contribution**

As there were little assets listed on the statement of affairs the liquidators had the director sign a personal guarantee to cover certain costs of the liquidation. To date £3500 has been received under this guarantee.

**Bank Interest**

The liquidation funds are being held in an interest bearing account. To date interest of 1.26p has been received.

**ETC**

**Unrealisable assets**

No assets have proved to be unrealisable to date.

**Investigations**

A Liquidator is required to carry out work which complies with the requirements of the Company Directors Disqualification Act 1986. Whilst this work may not necessarily bring about any financial benefit to the creditors (unless potential recoveries are identified) we must carry it out.

In accordance with Statement of Insolvency Practice 2 - Investigations by Officeholders in Administration and Insolvent Liquidations, we have conducted an initial review of the Company's records and completed the online questionnaire regarding the conduct of the Directors to the Department for Business, Energy and Industrial Strategy (DBEIS), as provided by them. The submission and the outcome thereof is confidential and cannot be disclosed to you in this report

Our investigations did not reveal any potential recoveries for the benefit of the creditors.

**Liquidation Costs**

The basis of the Joint Liquidators remuneration was considered and approved on a time costs basis, subject to an estimate of £710, by creditors' on 6 March 2014 .

### **Pre Appointment Costs**

This firm's fee in relation to assistance provided with the preparation of the director's Statement of Affairs, and placing the Company in liquidation, was fixed at £2500 plus VAT and disbursements. This fee has been paid by a third party in full

### **Liquidators' Remuneration**

Numerous activities have been undertaken by ourselves and our staff in dealing with the liquidation. A number of tasks are generic to every liquidation and a summarised list of these activities is attached in the Appendices for your information.

Details of our remuneration are set out below. You may also find it useful to read "A guide to Liquidators' fees" which can be downloaded from The R3 website at <https://www.r3.org.uk/what-we-do/publications/professional/statements-of-insolvency-practice/e-and-w/sip-9-list>. Kindly ensure that you download the correct version for the date of appointment.

Alternatively please contact our office and we will arrange for a hard copy to be sent to you if you would prefer.

Time costs accrued to date total £5693.25, which is calculated as 26.40 hours with an average hourly rate of £215.65 per hour. Of this £630 was incurred during the period covered by this report.

I can confirm that due to insufficient realisations, no post appointment fee has been drawn to date.

### **Future Remuneration**

It is anticipated that further time costs shall accrue during the course of the liquidation in relation to the following

- Continuing to maintain records for the company and reporting to creditors
- Filing of tax returns and reports to Companies House etc
- Closing the case

### **Disbursements**

A detailed explanation of category 1 and category 2 disbursements, together with the approved rates for category 2 disbursements, is set out in the Appendices.

Category 1 disbursements are those that are directly attributable to a third party invoice.

Category 2 disbursements are those that are based upon an estimate or an internally set rate in accordance with the schedule previously provided. The category disbursements incurred and paid are set out in the Appendices

### **Professional Advisors**

It has not been necessary to use professional advisors in this matter.

### **Creditors**

#### **Secured creditors**

There are no charges against the company registered at Companies House.

#### **Preferential creditors**

Claims for arrears of pay and holiday pay have been made with the Redundancy Service. They have not submitted a preferential claim.

There have been insufficient funds to make a payment to preferential creditors in this matter.

#### **Prescribed part for the unsecured creditors s176A Insolvency Act 1986**

Section 176A of the 1986 Insolvency Act provides that where the Company has created a floating charge on or after 15 September 2003 the Liquidator must calculate and make a 'prescribed part' of the Company's net property available for the unsecured creditors ahead of any distribution to the floating charge holder.

To the best of our knowledge and belief there are no unsatisfied floating charges created on or after 15 September 2003, so the provisions of s176A do not apply.

#### **Unsecured creditors**

The Statement of Affairs estimated unsecured creditor claims of £31732.99. To date claims totalling £22939.26 have been received.

There have been insufficient funds to make a payment to unsecured creditors in this matter.

#### **Unproved creditors**

Creditors that have not yet claimed are encouraged to do so.

#### **Small claim scheme**

From April 2016, I have had the discretion to admit claims from creditors under £1,000 without receiving a proof of debt.

I can confirm that no claims have been admitted under the small claims provisions.

#### **Distribution prospects**

According to the respective Insolvency Rules I can confirm that as a consequence of the monies available in the Company's estate, there shall be no distribution to creditors in this matter.

#### **Creditors' further information**

If you require any further information with regard to any aspect of this report or our fees and expenses, please do not hesitate to contact this office and we shall do our best to assist you.

Any request must be made in writing within 21 days of receipt of the report (or 7 business days where the report has been prepared for the purposes of a meeting to receive my resignation).

I must provide this information within 14 days of the request, unless it is considered that:

- the time and cost involved in preparing the information would be excessive;
- disclosure would be prejudicial to the conduct of the liquidation or might be expected to lead to violence against any person; or
- I am subject to an obligation of confidentiality in relation to the information requested, in which case I must give the reasons for not providing the information.

If you are not satisfied with my response, you have the right to request further information by either:

- an application granting permission by the court; or
- by any secured creditor, or by any unsecured creditor provided at least 10% in value of unsecured creditors agree, (or they have the permission of the court).

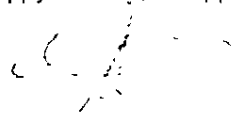
Any such application to court must be made within 8 weeks of the applicant receiving the progress report in which the charging of the remuneration or incurring of the expenses in question is first reported.

If the court does not dismiss the application (which it may if it considers that insufficient cause is shown) the applicant must give me a copy of the application and supporting evidence at least 14 days before the hearing.

#### **Conclusion**

The case is not yet in a position to be closed for the reasons detailed.

Should you require any further information regarding the liquidation, please contact this office and we will be happy to assist as appropriate.



**Sandra McAllister, Joint Liquidator**

**24 March 2018**

## Service Warrior Limited - Statutory Information

**Company Details**

Company Name:	Service Warrior Limited
Previous Name:	N/A
Company Number:	05863548
Date of Incorporation:	30 June, 2006
Principal Trading Activity:	Office supplies and equipment
Trading Address:	163 Parrock Street, Gravesend, Kent, DA12 1EN
Current Registered Office:	10 St Helens Road, Swansea SA14AW
Former Registered Office:	163 Parrock Street, Gravesend, Kent, DA12 1EN

**Appointment Details**

Joint Liquidators:	Sandra McAlister and Simon Thomas Barriball
Address:	McAlister & Co Insolvency Practitioners Ltd, 10 St Helen's Road, Swansea, SA1 4AW
Date of Appointment:	6 March, 2014
Appointment made by:	Members & Creditors
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 of the Liquidators acting jointly or alone
Former Liquidator:	N/A



**Service Warrior Limited**  
**(In Liquidation)**

**Joint Liquidators' Summary of Receipts and Payments**

<b>RECEIPTS</b>	<b>Statement of Affairs (£)</b>	<b>From 06/03/2014 To 05/03/2017 (£)</b>	<b>From 06/03/2017 To 05/03/2018 (£)</b>	<b>Total (£)</b>
Merchant Services		357.13	0.00	357.13
Director Contributions		3,500.00	0.00	3,500.00
Bank Interest Gross		1.18	0.08	1.26
		<b>3,858.31</b>	<b>0.08</b>	<b>3,858.39</b>
<b>PAYMENTS</b>				
Specific Bond		0.00	36.00	36.00
Preparation of S. of A		2,500.00	0.00	2,500.00
Liquidators Fees		710.00	0.00	710.00
Liquidators Disbursements		39.60	46.00	85.60
Liquidators Disbursements		428.26	0.00	428.26
Stationery & Postage		7.68	2.00	9.68
Employee - Wage Arrears/Holiday Pay	(764.44)	0.00	0.00	0.00
Trade & Expense Creditors	(1,189.01)	0.00	0.00	0.00
Employees	(8,395.56)	0.00	0.00	0.00
Banks/Institutions	(22,148.42)	0.00	0.00	0.00
Ordinary Shareholders	(1.00)	0.00	0.00	0.00
		<b>3,685.54</b>	<b>84.00</b>	<b>3,769.54</b>
<b>Net Receipts/(Payments)</b>		<b>172.77</b>	<b>(83.92)</b>	<b>88.85</b>
<b>MADE UP AS FOLLOWS</b>				
Bank 1 Current		103.31	(30.86)	72.45
VAT Receivable / (Payable)		69.46	(53.06)	16.40
		<b>172.77</b>	<b>(83.92)</b>	<b>88.85</b>

# Time Entry - SIP9 Time & Cost Summary + Cumulative

S100642 - Service Warrior Limited  
Project Code POST  
To 05/03/2018

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)	Total Hours Cum (POST Only)	Total Time Costs Cum (POST Only)
Admin & Planning	2.10	1.35	0.00	15.20	18.65	3,963.25	212.51	18.65	3,963.25
Case Specific Matters	0.00	0.00	0.00	2.75	2.75	500.00	181.82	2.75	500.00
Creditors	0.50	0.00	0.00	1.50	2.00	460.00	230.00	2.00	460.00
Investigations	0.75	2.00	0.00	0.00	2.75	690.00	250.91	2.75	690.00
Realisation of Assets	0.25	0.00	0.00	0.00	0.25	80.00	320.00	0.25	80.00
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Hours / Costs</b>	<b>3.60</b>	<b>3.35</b>	<b>0.00</b>	<b>19.45</b>	<b>26.40</b>	<b>5,693.25</b>	<b>215.66</b>	<b>26.40</b>	<b>5,693.25</b>
<b>Total Fees Claimed</b>						<b>710.00</b>			
<b>Total Disbursements Claimed</b>						<b>558.84</b>			

# Time Entry - SIP9 Time & Cost Summary Category 2 Disbursements

\$100842 - Service Warrior Limited  
Project Code POST  
To 05/03/2018

Other amounts paid or payable to the office holders firm or to party in which the office holder or his firm or any associate has an interest.

Transaction Date	Type and Purpose	Amount
31/05/2017	Photocopying 13 x annual reports year 3	39.00
Total		39.00

# Time Entry - SIP9 Time & Cost Summary + Cumulative

S100642 - Service Warrior Limited  
Project Code POST  
From 06/03/2017 To: 06/03/2018

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)	Total Hours Cum (POST Only)	Total Time Costs Cum (POST Only)
Admin & Planning	0.00	0.00	0.00	2.75	2.75	550.00	200.00	18.65	3,963.25
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.75	500.00
Creditors	0.25	0.00	0.00	0.00	0.25	80.00	320.00	2.00	460.00
Investigations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.75	590.00
Realisation of Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.25	80.00
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Hours / Costs</b>	<b>0.25</b>	<b>0.00</b>	<b>0.00</b>	<b>2.75</b>	<b>3.00</b>	<b>630.00</b>	<b>210.00</b>	<b>26.40</b>	<b>6,893.25</b>
<b>Total Fees Claimed</b>						<b>710.00</b>			
<b>Total Disbursements Claimed</b>						<b>689.84</b>			

# Time Entry - SIP9 Time & Cost Summary

## Category 2 Disbursements

S100642 - Service Warrior Limited  
Project Code POST  
From 06/03/2017 To 06/03/2018

Other amounts paid or payable to the office holders firm or to party in which the office holder or his firm or any associate has an interest.

Transaction Date	Type and Purpose	Amount
31/03/2017	Photocopying 13 x annual reports year 3	39.00
Total		39.00

### **Summary of Joint Liquidators' Activities**

There are a number of activities that are generic to every Creditors' Voluntary Liquidation and a summarised list of these activities is detailed below.

Staff of different levels were involved in these activities dependent upon the level of experience required in order to keep costs to an appropriate level

#### **Administration**

- Filing the relevant notices upon appointment
- Circulating notices to creditors, members, employees and other stakeholders advising of the appointment
- Regular case reviews
- Reviewing the circumstances of the case to determine the appropriate strategy

#### **Realisation of assets**

- Instruction of, and correspondence with, agents and lawyers with regarding to the valuation and disposal of assets
- Safeguarding assets
- Uplifting of company documents
- Obtaining adequate insurance
- Liaising with, and providing information to, potential purchasers of assets
- Registering relevant notices with Land Registry as appropriate
- Dealing with outstanding pre appointment HMRC returns

#### **Creditors**

- Maintaining a list of creditor claims
- Dealing with Retention of Title claims
- Advertising for claims
- Agreement of claims

#### **Cashiering**

- Opening an appropriate bank account
- Obtaining a specific bond
- Monthly bank statement reconciliations
- Dealing with receipts into the account
- Dealing with payments out of the account
- Post appointment Corporation Tax returns
- Post appointment VAT returns

#### **Future costs**

- Continuing to maintain records for the company and reporting to creditors
- Filing of tax returns and reports to Companies House etc
- Closing the case

**Category 1 and 2 Disbursements**

Disbursements are categorised as either Category 1 or Category 2

**Category 1**

Category 1 disbursements are clearly identifiable third party costs that are directly attributable to the case. Occasionally these disbursements are paid by McAlister & Co Insolvency Practitioners Limited and then recharged to the case, usually when there are insufficient funds within the case to pay the disbursement at the time it falls due. Specific approval from creditors is not required for Category 1 disbursements.

Typical examples of Category 1 disbursements are:

- Postage
- Advertising
- Insurance
- Travel costs
- External room hire
- Document storage

The current levels of Category 1 disbursements incurred and recovered by McAlister & Co Insolvency Practitioners Limited are as follows:

	Cost Incurred	Cost Recovered
	£	£
Postage	28.71	28.71
Searches	4.00	4.00
Statutory Advertising	283.08	283.08
Travel	43.00	43.00
Bonding	36.00	36.00
Total	394.79	394.79

**Category 2**

Category 2 disbursements are estimated or shared costs which may include some internal recharges from McAlister & Co Insolvency Practitioners Limited. It is likely that it is not possible, or too costly, to calculate the exact cost and an estimate is therefore used. These disbursements can be paid from the case if the basis of the charge has been approved by creditors.

Typical examples of Category 2 disbursements are:

- Photocopying
- Internal room hire
- Stationery

The current levels of Category 2 disbursements incurred and recovered by McAlister & Co Insolvency Practitioners Limited are as follows:

	Cost Incurred	Cost Recovered
	£	£
Photocopying	130.80	119.07
Total	130.80	119.07

## **MCALISTER & CO INSOLVENCY PRACTITIONERS LIMITED**

### **MCALISTER & CO CHARGE OUT RATES**

<b>POSITION</b>	<b>HOURLY CHARGE OUT RATE (£)</b>
Director & Licensed Insolvency Practitioner	250 - 320
Manager	160 - 225
Case Administrator	110 - 205
Assistant	75 - 140
Secretarial and cashiering	50 - 75

*Please note that our system records time in units of 6 minutes, with a minimum of 1 unit per entry.*

### **MCALISTER & CO DISBURSEMENT CHARGES**

**Category 2 disbursement rates (as defined in SIP 9 – requiring prior approval of creditors)**

Photocopying/Printing	15p per sheet
Mileage	45p mile

<u><b>Standard Activity</b></u>	<u><b>Example of Work</b></u>
<b>Administration and Planning</b>	<b>Statutory reporting and compliance</b> Compliance with other regulatory requirements Case planning Administrative set up Appointment notification <b>Maintenance of records and progress reviews</b>
<b>Investigation</b>	<b>SIP 2 review</b> CDDA report Review of questionnaires Investigation of antecedence transactions Liaising with committee
<b>Realisation of Assets</b>	<b>Identification, secure and insure assets</b> <b>Retention of property</b> Debt collection Property, business and asset sales
<b>Trading</b>	Management of operation Accounting for trading On-going employee issues
<b>Creditors</b>	<b>Communication with creditors</b> <b>Creditors' claim and queries</b> Reservation of title claims Employee claims an Redundancy Payments claims Preferential Claims Reviewing and evaluating claims

*Rates quoted are correct as at 5 November 2014. All rates are subject to review annually. There may be a number of promotions throughout the various grades during the administration of cases. We reserve the right to change the rates without prior notice. Any change will be reported in the next statutory report to creditors. Should you require clarification on any of the above, do not hesitate to contact McAlister & Co on 01792 459600.*