

# LIQ03

## Notice of progress report in voluntary winding up



Companies House

For further information, please  
refer to our guidance at  
[www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)

### 1 Company details

Company number 0 6 2 2 1 2 1 3

Company name in full Harcourt Design Limited

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

### 2 Liquidator's name

Full forename(s) Adam Peter

Surname Jordan

### 3 Liquidator's address

Building name/number 3 The Courtyard, Harris Business Park

Street Hanbury Road

Post town Stoke Prior

County/Region Bromsgrove

Postcode B 6 0 4 D J

Country

### 4 Liquidator's name ①

Full forename(s) Nickolas Garth

Surname Rimes

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

### 5 Liquidator's address ②

Building name/number 3 The Courtyard, Harris Business Park

Street Hanbury Road

Post town Stoke Prior

County/Region Bromsgrove

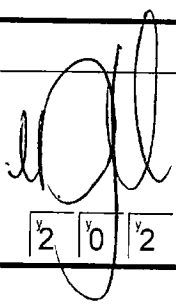
Postcode B 6 0 4 D J

Country

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

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<b>6</b>	<b>Period of progress report</b>															
From date	<sup>d</sup>	<sup>d</sup>	<sup>m</sup>	<sup>m</sup>	<sup>y</sup>	<sup>y</sup>	<sup>y</sup>	<sup>y</sup>								
	2	1	1	1	2	0	2	0								
To date	<sup>d</sup>	<sup>d</sup>	<sup>m</sup>	<sup>m</sup>	<sup>y</sup>	<sup>y</sup>	<sup>y</sup>	<sup>y</sup>								
	2	0	1	1	2	0	2	1								
<b>7</b>	<b>Progress report</b>															
<input checked="" type="checkbox"/> The progress report is attached																
<b>8</b>	<b>Sign and date</b>															
Liquidator's signature	<div style="display: flex; justify-content: space-between; align-items: center;"> <div>Signature <b>X</b></div> <div style="text-align: center;">  </div> <div><b>X</b></div> </div>															
Signature date	<sup>d</sup>	<sup>d</sup>	<sup>m</sup>	<sup>m</sup>	<sup>y</sup>	<sup>y</sup>	<sup>y</sup>	<sup>y</sup>								
	1	9	0	1	2	0	2	2								

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

Rimes &amp; Co

Address

3 The Courtyard, Harris Business Park

Hanbury Road

Post town

Stoke Prior

County/Region

Bromsgrove

Postcode

B 6 0 4 D J

Country

DX

Telephone

01527 558 410

**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)

**Harcourt Design Limited**  
**(In Liquidation)**  
**Joint Liquidators' Summary of Receipts & Payments**

Statement of Affairs £		From 21/11/2020 To 20/11/2021 £	From 21/11/2019 To 20/11/2021 £
	<b>SECURED ASSETS</b>		
Uncertain	Rent Deposit	NIL	NIL
		NIL	NIL
	<b>ASSET REALISATIONS</b>		
6,016.00	Tools & Equipment	NIL	3,500.00
	Rent Deposit	1,990.00	1,990.00
28,356.00	Book Debts	NIL	NIL
	Motor Vehicle	NIL	1,530.16
7,274.00	Funds held on Trust	NIL	7,274.16
	Bank Interest Gross	NIL	2.50
		1,990.00	14,296.82
	<b>COST OF REALISATIONS</b>		
	Pre Liquidation Costs	NIL	5,000.00
	Pre Liquidation Disbursements	NIL	12.45
	Joint Liquidators' Disbursements	NIL	196.06
	Statutory Advertising	NIL	260.00
		NIL	(5,468.51)
	<b>UNSECURED CREDITORS</b>		
(1,760.00)	Trade & Expense Creditors	NIL	3,070.15
(53,266.00)	Directors' Loan Accounts	NIL	3,373.85
(672.00)	HMRC - PAYE/NIC	NIL	NIL
(6,000.00)	HMRC - VAT	NIL	NIL
(11,000.00)	HMRC - Corporation Tax	NIL	NIL
		NIL	(6,444.00)
	<b>DISTRIBUTIONS</b>		
(2.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
<b>(31,054.00)</b>		<b>1,990.00</b>	<b>2,384.31</b>
	<b>REPRESENTED BY</b>		
	Bank 1 Current		1,990.61
	Vat Control Account		393.70
			<b>2,384.31</b>

**HARCOURT DESIGN LIMITED – IN CREDITORS' VOLUNTARY LIQUIDATION**  
**JOINT LIQUIDATORS' PROGRESS REPORT TO CREDITORS AND MEMBERS**  
**FOR THE YEAR ENDING 21 NOVEMBER 2021**

**STATUTORY INFORMATION**

Company name:	Harcourt Design Limited
Registered office:	3 The Courtyard Harris Business Park, Hanbury Road Stoke Prior, Bromsgrove, B60 4DJ
Former registered office:	136 Hermitage Road, London, N4 1NL
Registered number:	06221213
Joint Liquidators' names:	Adam Peter Jordan and Nickolas Garth Rimes
Joint Liquidators' address:	3 The Courtyard, Harris Business Park, Hanbury Road, Stoke Prior, Bromsgrove, B60 4DJ
Joint Liquidators' date of appointment:	21 November 2019
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.

**JOINT LIQUIDATORS' ACTIONS SINCE LAST REPORT**

There is certain work that we are required by the insolvency legislation to undertake in connection with the Liquidation that provides no financial benefit for creditors. A description of the routine work undertaken since our last progress report is contained in Appendix 1.

**RECEIPTS AND PAYMENTS**

A Receipts & Payments Account for the period from 21 November 2020 to 20 November 2021 and for the Liquidation as a whole is attached at Appendix 2. All amounts are shown net of VAT. We have reconciled the account against the financial records that we are required to maintain.

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

## **ASSETS**

### Rent Deposit

A rent deposit of £2,000 was held by the Company's landlord, pending any default by the Company in respect of rent arrears or breaches of the lease. We have realised £1,999.

## **LIABILITIES**

### 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.

### Crown Creditors

The statement of affairs included £17,672 owed to HMRC, however we have not received a claim from HMRC to date.

### Non-preferential unsecured Creditors

The statement of affairs included nine non-preferential unsecured creditors with an estimated total liability of £55,026. We received claims from five creditors at a total of £101,737. We did not receive claims from four creditors with original estimated claims in the statement of affairs of £532. The claims received were significantly higher than the Statement of Affairs figure due to the inclusion of a single claim amounting to £45,243, in relation to legal action taken by a customer of the Company.

## **DIVIDEND PROSPECTS**

### Unsecured creditors

As previously reported a first and final dividend of 6.33p in £ was declared on 4 September 2020 to non-preferential unsecured creditors. The total amount distributed was £6,444.00.

## **INVESTIGATION INTO THE AFFAIRS OF THE COMPANY**

As previously reported, we have complied with our statutory duties to conduct an investigation into the conduct of the Directors and the affairs of the Company generally, and submitted a report to the Insolvency Service based on our findings.

## **PRE-APPOINTMENT REMUNERATION**

Creditors previously authorised the payment of a fee of £5,000 for our assistance with preparing the statement of affairs and arranging the deemed consent procedure for creditors to appoint Joint Liquidators. The fee for preparing the statement of affairs and arranging the deemed consent procedure for creditors to appoint Joint Liquidators was paid from realisations on appointment and is shown in the enclosed receipts and payments account.

## JOINT LIQUIDATORS' REMUNERATION

Our remuneration was approved on a fixed fee of £5,000 for our work in respect of Administration, Creditors and Investigations.

We have not drawn any remuneration in respect of work done, for which our fees were approved as a fixed fee.

We were also authorised to draw 20% of realisations for our work in respect of the realisation of Book Debts, Tools and Equipment and the Rent Deposit. Based on realisations we achieved we are entitled to remuneration of £1,098.

We have not drawn any remuneration in respect of work done for which our fees were approved as a % of realisations.

Finally, we were also authorised to draw 20% of distributions made for our work agreeing creditors' claims and making the distribution to creditors. Based on the distributions we have made to creditors we are entitled to remuneration of £1,289.

We have not drawn any remuneration in respect of work done for which our fees were approved as a % of distributions made.

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/>. Details about how an office holder's fees may be approved for each case type are available in a series of Guidance Notes issued with Statement of Insolvency Practice 9, and they can be accessed at [www.rimesandco.co.uk/resources.html](http://www.rimesandco.co.uk/resources.html). Please note that we have also provided further information about an office holder's remuneration and expenses in our practice fee recovery sheet, which can also be accessed at [www.rimesandco.co.uk/resources.html](http://www.rimesandco.co.uk/resources.html).

## JOINT LIQUIDATORS' EXPENSES

Expenses are any payments from the estate which are neither an office holder's remuneration nor a distribution to a creditor or a member. Expenses also includes disbursements. Disbursements are payments which are first met by the office holder and then reimbursed to the office holder from the estate. Expenses are split into:

- category 1 expenses, which are payments to persons providing the service to which the expense relates who are not an associate of the office holder; and
- category 2 expenses, which are payments to associates or which have an element of shared costs. Before being paid category 2 expenses require approval in the same manner as an office holder's remuneration.

We have incurred total expenses of £665.19, of which we incurred £9.13 in the period since 21 November 2020. We have drawn £456.06 to 20 November 2021, none of which was drawn in the period since 21 November 2020.

We have used no professional advisors in the reporting period.

We have incurred the following expenses in the period since the last progress report:

Type of expense	Amount incurred/ accrued in the reporting period £
Postage	9.13

Details of the category 1 expenses that we have paid to date and in the reporting period are included in the receipts and payments account attached.

Nature of expense	Estimated expenses £	Expenses incurred to date £
Agents Fee	200.00	200.00
Storage Costs	15.50	Nil
Bonding	40.00	184.00
Postage	18.00	21.19
Statutory Advertising	253.50	260.00
Total	527.00	665.19

As you can see above, the total expenses we have incurred in this matter have exceeded the total expenses we estimated we would incur when our remuneration was approved. The reasons we have exceeded the expenses estimate are due to the increased costs of bonding, additional postage incurred in relation to the dividend, and an increase in the unit cost of advertising in the London Gazette.

## 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 Joint Liquidators' 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 Joint Liquidators as being excessive, and/or the basis of the Joint Liquidators' 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 Rimes & Co can be found at [www.rimesandco.co.uk/resources.html](http://www.rimesandco.co.uk/resources.html).

## SUMMARY

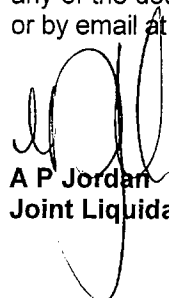
The Liquidation will remain open until we have received a VAT refund and drawn our outstanding costs and expenses. We estimate that this will take approximately six months and once resolved the Liquidation will be finalised and our files will be closed.



# RIMES & CO

Licensed Insolvency Practitioners

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 Sarah Dolphin on 01527 558 410, or by email at [sarah.dolphin@rimesandco.co.uk](mailto:sarah.dolphin@rimesandco.co.uk).



**A P Jordan**  
**Joint Liquidator**

## **Appendix 1**

### **1. Administration**

This represents the work 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.

- Dealing with all routine correspondence and emails relating to the case.
- Maintaining and managing the office holder's estate bank account.
- 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**

Claims of creditors - the office holder needs to 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 also needs 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.

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

**Harcourt Design Limited**  
**(In Liquidation)**  
**Joint Liquidators' Summary of Receipts & Payments**

<b>Statement of Affairs</b>		<b>From 21/11/2020 To 20/11/2021</b>	<b>From 21/11/2019 To 20/11/2021</b>
<b>£</b>		<b>£</b>	<b>£</b>
	<b>SECURED ASSETS</b>		
Uncertain	Rent Deposit	NIL	NIL
		NIL	NIL
	<b>ASSET REALISATIONS</b>		
6,016.00	Tools & Equipment	NIL	3,500.00
	Rent Deposit	1,990.00	1,990.00
28,356.00	Book Debts	NIL	NIL
	Motor Vehicle	NIL	1,530.16
7,274.00	Funds held on Trust	NIL	7,274.16
	Bank Interest Gross	NIL	2.50
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	<b>COST OF REALISATIONS</b>		
	Pre Liquidation Costs	NIL	5,000.00
	Pre Liquidation Disbursements	NIL	12.45
	Joint Liquidators' Disbursements	NIL	196.06
	Statutory Advertising	NIL	260.00
		NIL	(5,468.51)
	<b>UNSECURED CREDITORS</b>		
(1,760.00)	Trade & Expense Creditors	NIL	3,070.15
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(672.00)	HMRC - PAYE/NIC	NIL	NIL
(6,000.00)	HMRC - VAT	NIL	NIL
(11,000.00)	HMRC - Corporation Tax	NIL	NIL
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	<b>DISTRIBUTIONS</b>		
(2.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
<b>(31,054.00)</b>		<b>1,990.00</b>	<b>2,384.31</b>
	<b>REPRESENTED BY</b>		
	Bank 1 Current		1,990.61
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