

# Liquidator's Progress Report

# S.192

Pursuant to Sections 92A and 104A and 192  
of the Insolvency Act 1986

To the Registrar of Companies

Company Number

06244537

Name of Company

APC Electrical Services Limited

I / We

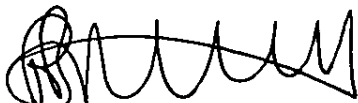
Tommaso Waqar Ahmad, 257b Croydon Road, Beckenham, Kent, BR3 3PS

Paul Bailey, 257b Croydon Road, Beckenham, Kent, BR3 3PS

the liquidator(s) of the company attach a copy of my/our Progress Report  
under section 192 of the Insolvency Act 1986

The Progress Report covers the period from 30/10/2013 to 29/10/2014

Signed



Date

23 December 2014

Bailey Ahmad Limited  
257b Croydon Road  
Beckenham  
Kent  
BR3 3PS

Ref AP02/TA/PB/DP/LF/KMB

WEDNESDAY



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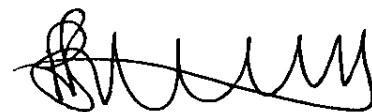
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COMPANIES HOUSE

**APC Electrical Services Limited**  
**(In Liquidation)**  
**Joint Liquidators' Abstract of Receipts & Payments**

Statement of Affairs		From 30/10/2013 To 29/10/2014
<b>ASSET REALISATIONS</b>		
Uncertain	Tangible assets	NIL
Uncertain	Book Debts	7,600 00
	Tax Refund	52,458 79
20,170 00	Cash at Bank	20,170 00
100,000 00	Director's loan account	9,000 00
	Bank Interest Gross	71 08
		<u>89,299 87</u>
<b>COST OF REALISATIONS</b>		
	Petition Costs	830 00
	Section 98 Meeting Fee	5,000 00
	Office Holders Fees	16,000 00
	Office Holders Expenses	296 00
	Storage costs	125 00
	Pre-appt legal fees	750 00
	Pre-appt legal disbursements	250 00
	Statutory Advertising	169 20
		<u>(23,420 20)</u>
<b>UNSECURED CREDITORS</b>		
(2,126 26)	Trade & Expense Creditors	NIL
(25,000 00)	Banks/Institutions	NIL
(3,096 61)	HM Revenue & Customs - PAYE/NI	NIL
(15,000 00)	HM Revenue & Customs - CT	NIL
(172,356 36)	HM Revenue & Customs - VAT	NIL
		<u>NIL</u>
<b>DISTRIBUTIONS</b>		
(100 00)	Ordinary Shareholders	<u>NIL</u>
		NIL
<u>(97,509.23)</u>		<u><u>65,879.67</u></u>
<b>REPRESENTED BY</b>		
	Vat Receivable	25 00
	Bank 2 Current	65,854 67
		<u><u>65,879.67</u></u>



**PAUL BAILEY**  
Joint Liquidator

## **APC Electrical Services Limited (In Creditors' Voluntary Liquidation)**

### **Joint Liquidators' Annual Report**

**23 December 2014**

**Tommaso Waqar Ahmad and Paul Bailey  
Joint Liquidators**

**Both licensed to act as insolvency practitioners in the UK by the  
Association of Chartered Certified Accountants**

**[www.baileyahmad.co.uk](http://www.baileyahmad.co.uk)**

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## 1 Introduction

This report sets out an account of our acts and dealings and of the conduct of the liquidation for the period from 30 October 2013 to 29 October 2014

## 2 Statutory information

Company name	APC Electrical Services Limited
Registered office	257b Croydon Road, Beckenham Kent BR3 3PS
Registered number	06244537
Date of liquidators' appointment	30 October 2013

## 3 Receipts and payments

We attach as Appendix A to this report a summary of our receipts and payments from 30 October 2013 to 29 October 2014

Receipts and payments are shown net of VAT, with any amount due to or from HM Revenue and Customs (HMRC) shown separately. The Company was VAT registered, and consequently VAT is recoverable from HMRC

## 4 Asset realisations

### Tangible assets (estimated to realise uncertain)

The Company's director (the Director) advised that upon liquidation the Company's tangible assets comprised a computer and an office desk and chair. The Director advised that the cost price of these items was approximately £1,000 in total and we therefore did not consider it would be economic to attempt to realise these assets

The Director further advised that, the Company had agreed a sale of a Citroen Berlingo van for £1,000 inclusive of VAT for which payment had yet to be received. Originally it was agreed that the Director would chase up this payment however it has still yet to be received

Accordingly, we have requested the necessary contact details with a view to pursuing this matter directly, which have yet to be received. We will update creditors in our next report

### Tax refund

A tax refund of £52,458.79 has been received from HMRC. However, it would appear that HMRC refunded these monies in error, which should have been offset against HMRC's claim as a creditor. Accordingly, these funds will be repaid to HMRC

### Cash at bank (estimated to realise £20,170)

The sum of £20,170 has been realised in respect of cash at bank

### Book debts (estimated to realise uncertain)

The Company's debtor ledger comprised two debts, one of £13,220 and the other £58,871 inclusive of VAT

Documents were procured from the Director with a view to pursuing the debts and initial correspondence entered into with the debtors. An offer was received from the first debtor of £7,600 in full and final settlement, in view of a dispute in relation to part of the debt. This offer was accepted on commercial grounds, which concludes this particular matter

Naismiths Limited, agents specialising in construction debt collection, have been instructed in relation to the other debtor from which payment has not been forthcoming. However, this debtor has also raised a dispute in relation to which we may need legal advice

In addition, further retentions may be released in due course. We will update creditors as to progress in our next report

### Director's loan account (estimated to realise uncertain)

Upon our appointment, the Director estimated his outstanding loan account to be circa £100,000. Following a reconciliation carried out by the Company's accountant, it was established that the actual figure was £171,083

Proposals were sought from the Director, who has made a lump sum repayment of £5,000 followed by further monthly repayments of £500. A total of £9,000 has been collected during the period covered by this report. The Director's personal income and expenditure and asset and liability position is being assessed regularly with a view to ensuring the level of contribution is appropriate

The Director has also consented to a charge on his share in the matrimonial home, which appears to be worth circa £30,000, and it was necessary to instruct solicitors to draft the necessary loan and charge documents. Some difficulty was experienced with HM Land Registry (HMLR) in registering the charge but HMLR have advised that this is now close to completion

## 5 Dividends to creditors

### Secured

We have not received any secured claims in this matter

### Preferential

We have not received any preferential claims in this matter

### Unsecured

Unsecured claims totalling £328,629.24 have been received to date from five creditors. The remaining two creditors detailed in the statement of affairs with claims estimated at £1,386 in total have yet to submit statement of claim forms. Dividend prospects for unsecured creditors are currently uncertain and are dependent on the level of further asset realisations and associated costs.

### Prescribed part

There are provisions of the insolvency legislation that require a liquidator to set aside a percentage of a company's assets for the benefit of the unsecured creditors in cases where the company gave a "qualifying floating charge" over its assets to a lender on or after 15 September 2003. This is known as the "prescribed part of the net property". A company's net property is that left after paying the preferential creditors, but before paying the lender who holds a floating charge. A liquidator has to set aside

- 50% of the first £10,000 of the net property, and
- 20% of the remaining net property up to a maximum of £600,000

There is no qualifying floating charge in this case, therefore the prescribed part provisions do not apply.

## 6 Investigations

We have considered the information acquired in the course of appraising and realising the Company's assets together with information provided by creditors and the Company's professional advisors. We have also made enquiries of the Company's director by sending a questionnaire.

We made an initial assessment of whether there could be any matters that might lead to recoveries for the liquidation and what further investigations may have been appropriate.

In determining the extent of the investigations in the circumstances of this case, account was taken of the public interest, potential recoveries, the funds likely to be available to fund an investigation and the costs involved. We concluded that no further investigations or action would be appropriate or likely to result in a recovery for the benefit of

the liquidation.

We can confirm that we have fulfilled our statutory obligations and made the appropriate submission to the Directors Disqualification Unit of UK Department for Business Innovation & Skills under the provisions of the Company Directors Disqualification Act on all those who were directors of the Company in the three years leading up to our appointment. The contents of this report are confidential and cannot be disclosed.

## 7 Other work carried out by the Joint Liquidators

### Administration and Planning

Following our appointment, all statutory duties were carried out in accordance with the legislation. We have also dealt with the set-up of this case on our internal systems and carried out periodic reviews. Cashiering matters have been undertaken and the designated liquidation account has been reconciled.

### Creditors

An initial report to creditors was issued following our appointment as Joint Liquidators. It has also been necessary to record incoming creditor claims on our systems and deal with general creditor correspondence and telephone calls.

## 8 Joint Liquidators' remuneration and disbursements

Details of all resolutions passed by creditors in relation to remuneration and disbursements are included at Appendix C.

### Remuneration

#### *Pre liquidation*

The sum of £5,000 plus VAT has been drawn from asset realisations in respect of the pre-liquidation costs of Bailey Ahmad Limited in accordance with the relevant resolution passed by creditors.

#### *Post liquidation*

We attach at Appendix B a creditors' guide to insolvency procedures and the remuneration of office holders for your information. The underlying basis of charging is our firm's standard charge-out rates for insolvency work and the guide provides details of these, both former and current. We believe that this case is of average complexity and no exceptional responsibility has fallen upon us as Joint Liquidators.

At Appendix E to this report, we attach details of the time expended during the period from 30 October 2013 to 29

October 2014 This breakdown is provided in accordance with Statement of Insolvency Practice 9

You will note that we have incurred time costs to 29 October 2014 of £24,630 50 plus VAT and we have drawn £16,000 plus VAT on account of these costs as approved by creditors during the same period

#### Disbursements

##### *Pre liquidation*

Statutory advertising costs of £84 60 plus VAT were paid by our firm to Courts Advertising Limited This cost has not been re-charged to the liquidation and will be written-off

The sum of £1,000 plus VAT has been paid to Thomas Eggar LLP from asset realisations in accordance with the resolution passed by creditors

##### *Post liquidation*

The disbursements incurred during the period of this report, excluding VAT, are as follows

#### Amounts payable directly from case funds

Type	Supplier	£
<b>Category 1</b>		
Statutory advertising	Courts Advertising Ltd	169 20
<b>Category 2</b>		
Storage costs		125 00
<b>Total</b>		<b>294 20</b>

#### Amounts paid by office holders' firm

Type	Supplier	£
<b>Category 1</b>		
Bonding	Marsh Limited	420 00
<b>Category 2</b>		
N/A		
<b>Total</b>		<b>420 00</b>

Creditors will note that we have drawn £296 plus VAT on account of the disbursements paid by our firm during the period of this report

#### *Explanation of disbursements*

##### Statutory advertising

We are legally obliged to advertise certain information regarding the liquidation and our appointment in the London Gazette

##### Bonding

We are legally obliged to bond for the value of the Company's assets and the aforementioned cost represents the initial premium and two subsequent premiums in respect of increasing the bond due to enhanced asset

#### realisations

##### Storage of records

We are legally obliged to preserve the Company's books and records for the duration of the liquidation and for the period of one year following the Company's dissolution Five boxes have been in storage for 12 months and details of our charging policy in relation to storage are included at Appendix B

It has also been necessary to meet petition costs of £830 from liquidation funds, in accordance with statute, in respect of a winding-up petition presented by HMRC prior to our appointment as liquidators

Creditors' rights to request further information and challenge our remuneration and expenses

Pursuant to Rule 4 49E of the Insolvency Rules 1986, creditors should note that they have the right to request further information regarding our remuneration and expenses under this Rule and to challenge our remuneration and expenses under Rule 4 131 Appendix B provides details of where creditors can access more detailed information regarding their rights to request further information and challenge our remuneration and expenses

#### 9 Assistance

If you require any assistance, please do not hesitate to contact a member of our team on 020 8662 6070 or email us at [info@baileyahmad.co.uk](mailto:info@baileyahmad.co.uk)

## **Appendix A**

### **Receipts and payments account**



**APC Electrical Services Limited**  
**(In Liquidation)**  
**Joint Liquidators' Abstract of Receipts & Payments**

Statement of Affairs		From 30/10/2013 To 29/10/2014	From 30/10/2013 To 29/10/2014
<b>ASSET REALISATIONS</b>			
Uncertain	Tangible assets	NIL	NIL
Uncertain	Book Debts	7,600 00	7,600 00
	Tax Refund	52,458 79	52,458 79
20,170 00	Cash at Bank	20,170 00	20,170 00
100,000 00	Director's loan account	9,000 00	9,000 00
	Bank Interest Gross	71 08	71 08
		<u>89,299 87</u>	<u>89,299 87</u>
<b>COST OF REALISATIONS</b>			
	Petition Costs	830 00	830 00
	Section 98 Meeting Fee	5,000 00	5,000 00
	Office Holders Fees	16,000 00	16,000 00
	Office Holders Expenses	296 00	296 00
	Storage costs	125 00	125 00
	Pre-appt legal fees	750 00	750 00
	Pre-appt legal disbursements	250 00	250 00
	Statutory Advertising	169 20	169 20
		<u>(23,420 20)</u>	<u>(23,420 20)</u>
<b>UNSECURED CREDITORS</b>			
(2,126 26)	Trade & Expense Creditors	NIL	NIL
(25,000 00)	Banks/Institutions	NIL	NIL
(3,096 61)	HM Revenue & Customs - PAYE/NI	NIL	NIL
(15,000 00)	HM Revenue & Customs - CT	NIL	NIL
(172,356 36)	HM Revenue & Customs - VAT	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
<b>DISTRIBUTIONS</b>			
(100 00)	Ordinary Shareholders	<u>NIL</u>	<u>NIL</u>
		NIL	NIL
<u>(97,509 23)</u>		<u>65,879.67</u>	<u>65,879 67</u>
<b>REPRESENTED BY</b>			
	Vat Receivable		25 00
	Bank 2 Current		65,854 67
			<u>65,879 67</u>

## **Appendix B**

A creditors' guide to insolvency  
procedures and the  
remuneration of office holders

**Creditor guides to insolvency procedures and the remuneration of office holders  
(England and Wales)**

**R3 – Association of Business Recovery Professionals**

The Association of Business Recovery Professionals, is the leading professional association for insolvency, business recovery and turnaround specialists in the UK. Known by its brand name 'R3', it promotes best practice for professionals working with financially troubled individuals and businesses.

Bailey Ahmad and its practitioners are members of R3 and would like to take this opportunity to draw your attention to a set of guides produced by R3 which explain the rights of unsecured creditors during an insolvency process. Creditors are able to download these guides from the R3 website at the following web addresses:

Administration

[http://www.r3.org.uk/media/documents/publications/professional/Creditors\\_Administration.pdf](http://www.r3.org.uk/media/documents/publications/professional/Creditors_Administration.pdf)

Administrative Receivership

[http://www.r3.org.uk/media/documents/publications/professional/Creditors\\_admin\\_rec.pdf](http://www.r3.org.uk/media/documents/publications/professional/Creditors_admin_rec.pdf)

Bankruptcy

[http://www.r3.org.uk/media/documents/publications/professional/Creditors\\_bankruptcy.pdf](http://www.r3.org.uk/media/documents/publications/professional/Creditors_bankruptcy.pdf)

Compulsory Liquidation

[http://www.r3.org.uk/media/documents/publications/professional/Creditors\\_CL.pdf](http://www.r3.org.uk/media/documents/publications/professional/Creditors_CL.pdf)

Creditors' Voluntary Liquidation

[http://www.r3.org.uk/media/documents/publications/professional/Creditors\\_CVL.pdf](http://www.r3.org.uk/media/documents/publications/professional/Creditors_CVL.pdf)

**Statement of Insolvency Practice 9 – Remuneration of Office Holders in England and Wales**

Statements of Insolvency Practice give guidance as to the required practice to be adopted by authorised insolvency practitioners. Accordingly, Bailey Ahmad would draw your attention to guides in relation to Office Holders' fees which are available for download from the R3 website at the following address: <http://www.r3.org.uk/index.cfm?page=1210>

Creditors should select the "fees" link, which will direct them to a web page from which they can download the following guides:

- Guide to voluntary arrangement fees
- Guide to trustee in bankruptcy fees
- Guide to administrators' fees
- Guide to liquidators' fees

**Bailey Ahmad fee and recharge rates**

Where it is agreed by resolution of creditors or the creditors' committee that the office holders remuneration will be calculated by reference to the time properly arising in the administration, then such remuneration will be calculated in units of 6 minutes at the following hourly standard rates:

Grade	From 1 July 2011	Former rates
Director	£350	£300
Senior Manager	£300	-
Manager	£250	£200
Senior Case Administrator	£175	£150
Case Administrator	£150	£125
Junior Case Administrator	£125	£100
Support	£80	£75
Cashier	£80	-

These are Bailey Ahmad's current charge out rates, which are shown exclusive of VAT. If you would like details of our historic charge out rates, please contact us on 020 8662 6070.

**Disbursements**

There are two types of disbursements, Category 1 and Category 2 disbursements. Category 1 disbursements are generally external supplies of incidental services that are specifically identifiable to the case against which they are being charged. These include insolvency bonds, swearing fees, redirection of mail, accommodation, subsistence, company searches, hire of external meeting rooms or any other miscellaneous item which is by nature a Category 1 disbursement paid out in respect of the administration of the estate. Creditor approval of Category 1 disbursements is not required.

Category 2 disbursements are those which, whilst being in the nature of expenses or disbursements include an element of shared or allocated costs. Approval of the committee, or the creditors if there is no committee, is required before Category 2 disbursements can be drawn. Bailey Ahmad will seek to recover the following Category 2 disbursements: Storage of company books and records at the insolvency practitioners' storage facility. The books and records will be stored in standard storage boxes and a storage fee of £5 plus VAT per box per month will be charged. This charge covers the transportation of records from the company's premises, storage, retrieval of books and records in storage for administration purposes and the destruction of such books and records after expiration of the statutory retention period. The recharge of travelling by motor vehicle on business for the administration of the insolvency will be charged to the estate at 40p per mile. Other Category 2 disbursements such as photocopying will not be recharged.

## Appendix C

### Fee resolutions

**The following resolutions were passed by creditors at the meeting of creditors held on 30 October 2013**

#### Pre liquidation

"It was reported that Bailey Ahmad Limited's fee for convening the meetings of directors, shareholders and creditors and assisting the directors in the preparation of the report and statement of affairs was £5,000 plus VAT. The Joint Liquidators be authorised to draw this fee from asset realisations, subject to any third party contribution referred to in the notes to the statement of affairs "

"That Thomas Eggar LLP be paid their reasonable charges, estimated at £1,000 plus VAT to be agreed by the Joint Liquidators, from asset realisations in respect of seeking a dismissal of the outstanding winding-up petition, subject to any third party contribution referred to in the notes to the statement of affairs "

#### Post liquidation

"In respect of post-appointment work, that the Joint Liquidators be remunerated on a time cost basis in accordance with the normal charge out rates for their practice. Any remuneration will be payable at the Liquidators' discretion from time to time out of any funds held by them "

"The Joint Liquidators to be reimbursed for any expenses or necessary disbursements properly charged and incurred in the course of carrying out their duties during the liquidation. These include category 2 disbursements as explained in the creditors' guide to fees previously despatched to creditors and are to be paid from the assets of the liquidation "

## **Appendix D**

### **Notes to be read in conjunction with Statement of Insolvency Practice 9 fee breakdown**

The work that we have carried out as Joint Liquidators is derived from the responsibilities placed upon us by the underlying legal and regulatory framework for work of this nature in general. The actual matters with which we have dealt are set out briefly in our report.

It is our policy to ensure that work undertaken is carried out by the appropriate grade of staff required for each task, having regard to its complexity and the skill and experience actually required to perform it.

Examples of work which fall under each type of standard activity shown in the SIP 9 breakdown are as follows:

#### Administration and Planning

Case planning, administrative set-up, appointment notification, maintenance of records, cashiering and statutory reporting.

#### Investigations

SIP 2 review and investigating antecedent transactions.

#### Realisation of assets

Identifying, securing and insuring assets, retention of title, debt collection and property, business and asset sales.

#### Creditors

Communication with creditors, dealing with creditors' claims and distributions.

## **Appendix E**

SIP 9 summary of time costs  
for the period 30 October 2013  
to 29 October 2014

# Time Entry - SLP9 Time & Cost Summary

AP02 - APC Electrical Services Limited  
Project Code POST  
From 30/10/2013 To 29/10/2014

Classification of Work Function	Director	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Admin & Planning	8 00	6 80	10 90	17 00	42 70	7 817 50	183 08
Case Specific Matters	0 00	0 00	0 00	0 00	0 00	0 00	0 00
Creditors	1 70	5 90	4 70	1 30	13 60	3 256 50	239 45
Investigations	1 90	1 50	4 60	1 20	9 20	2,011 00	218 59
Non Chargeable	0 00	0 00	0 00	0 00	0 00	0 00	0 00
Realisation of Assets	5 00	28 10	7 60	3 10	43 80	11 545 50	263 60
Trading	0 00	0 00	0 00	0 00	0 00	0 00	0 00
Total Hours	16 60	42 30	27 80	22 60	109 30	24,630 60	225 35