

LIQ14

Notice of final account prior to dissolution in CVL



Companies House

For further information, please
refer to our guidance at
www.gov.uk/companieshouse

1 Company details

Company number 06381643

Company name in full A & A Family Centre Limited

→ Filling in this form

Please complete in typescript or in
bold black capitals.

2 Liquidator's name

Full forename(s) Catherine

Surname Lee-Baggaley

3 Liquidator's address

Building name/number 1st Floor

Street Consort House

Post town Waterdale

County/Region Doncaster

Postcode DN13HR

Country

4 Liquidator's name ①

Full forename(s) Ian Michael

Surname Rose

① Other liquidator

Use this section to tell us about
another liquidator.

5 Liquidator's address ②

Building name/number 1st Floor

Street Consort House

Post town Waterdale

County/Region Doncaster

Postcode DN13HR

Country

② Other liquidator

Use this section to tell us about
another liquidator.

LIQ14

Notice of final account prior to dissolution in CVL

6 Liquidator's release

☐ Tick if one or more creditors objected to liquidator's release.

:

7 Final account

☒ I attach a copy of the final account.

8 Sign and date

Liquidator's signature

Signature

X

Alan Piggott

X

Signature date

^d2^d5

^m0^m1

^y2^y0^y2^y1

**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	Luke Revill
Company name	Wilkin Chapman Business Solutions Limited
Address	1st Floor Consort House
Post town	Waterdale
County/Region	Doncaster
Postcode	D N 1 3 H R
Country	
DX	
Telephone	01302 342875

**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

A & A Family Centre Limited
(In Liquidation)
Joint Liquidators' Abstract of Receipts & Payments
From 20 October 2016 To 25 January 2021

Statement of Affairs £		£	£
	ASSET REALISATIONS		
Uncertain	Rent and Rates Prepayment	1,833.75	
Uncertain	Overpayment of Wages	NIL	
Uncertain	Commercial Card Overpayment	NIL	
			1,833.75
	OTHER REALISATIONS		
	Bank interest, gross	4.67	
	Director's Loan Account	1,924.86	
	Unlawful Dividend	12,875.14	
			14,804.67
	COST OF REALISATIONS		
	Specific bond	60.00	
	Preparation of Statement of affairs	5,000.00	
	Liquidator's fees	11,124.00	
	Room Hire	83.33	
	Mileage	46.12	
	Telephone/Printing/Fax	24.55	
	Stationery & postage	30.62	
	Storage costs	54.00	
	Statutory advertising	210.00	
	Company Searches	5.80	
			(16,638.42)
	UNSECURED CREDITORS		
(10,704.94)	Trade & Expense Creditors	NIL	
(27,500.00)	HSBC Bank Plc	NIL	
(35,932.68)	HM Revenue and Customs	NIL	
			NIL
	DISTRIBUTIONS		
(100.00)	Ordinary Shareholders	NIL	
			NIL
(74,237.62)			(0.00)
	REPRESENTED BY		
	Estate Account		(2,074.52)
	Vat control		2,074.52
			NIL

Our Ref: AJ6BC/CLB/IMR/LR
Date: 7 October 2020

1st Floor
Conson House
Waterdale

Doncaster DN1 3HR

TEL: 01302 342875

FAX: 01302 247629

EMAIL: office@wilkinchapman.co.uk

www.wilkinchapman.co.uk/business-solutions

Please contact: Luke Revill

Email: luke.revill@wilkinchapman.co.uk

TO ALL MEMBERS AND CREDITORS

Dear Sir/Madam

A & A FAMILY CENTRE LIMITED (IN LIQUIDATION)

This is the Joint Liquidators final report. The purpose of this report is to detail our acts and dealings as Joint Liquidators and should be read in conjunction with the report of the initial meeting of creditors and subsequent annual reports.

1. BACKGROUND

Ian Michael Rose and myself were appointed Joint Liquidators on 20 October 2016 following meetings of the members and creditors of the Company.

2. RECEIPTS AND PAYMENTS ACCOUNT

We attach an account of receipts and payments for the final period and cumulatively for the whole period of the liquidation.

3. ASSET REALISATIONS

Assets

Listed in the Statement of Affairs was a rent and rates prepayment with an uncertain estimated to realise value. A refund of £1,833.75 was received in respect of prepaid rent, however the director, Ms Antonette Johnson, advised that this payment was made by her personally. The director provided the Joint Liquidators with evidence to support this claim, therefore, the sum received was offset against payments due from the director. No further payments are to be received in this matter.

Other Assets

The director paid a contribution of £4,800.00 towards the costs of the liquidation. However, following the Joint Liquidators investigations, it came to light that there was an overdrawn Director's Loan Account ("DLA") due to the Company in the sum of £1,924.86, this is after allowing for the rent prepayment made by the director personally. In addition, there was unlawful dividends drawn by the director in the sum of £34,675.00, which was disputed. As a result, the sum of £4,800.00 paid by the director was offset against the DLA and the balance of £2,875.14 against the unlawful dividends. Following numerous correspondence and telephone calls between the director's solicitor, and our solicitors, the director made a final offer in the sum of £10,000.00 in full and final settlement in respect of the unlawful dividends, based on the advice from our solicitors the Joint Liquidators accepted the offer. This matter has been reported further in section 5 of this report.

4. UNREALISED ASSETS

Also listed in the Statement of Affairs were overpayments of wages and a commercial card in the sum of £2,488.78 and £875.97 respectively and an uncertain estimated to realise value. The Joint Liquidators requested supporting documentation of these overpayments from the director, however the information was not provided, therefore, it was deemed uneconomical to pursue. No realisations were made in respect of this matter.

5. INVESTIGATIONS

The Joint Liquidators carried out an initial review of the Company's affairs in the period prior to appointment. This included seeking information and explanations from the director by means of a questionnaire; making enquiries of the Company's accountants; reviewing information received from creditors; and collecting and examining the Company's bank statements, accounts and other records.

The director provided the books and records of the Company. A completed director's questionnaire was also received.

The information gleaned from this process enabled the Joint Liquidators to meet their statutory duties when submitting their confidential report on the conduct of the director to the Insolvency Service.

This work was carried out with the objective of making an initial assessment of whether there were any matters that may lead to any recoveries for the benefit of creditors. This would typically include any potential claims which may be brought against parties either connected to or who have past dealings with the Company.

This assessment revealed matters that the Joint Liquidators considered merited further investigation with the Company bank account statements highlighting transactions which required further clarification. In particular to an overdrawn Director's Loan Account ("DLA") in the sum of £6,400.98 and unlawful dividends drawn by the director in the sum of £34,675.00. The Joint Liquidators wrote to the director with details of these claims, to which the director responded disputing the amounts being owed and provided supporting evidence to subsequently reduce the amounts owed. Following a review of this information, the Joint Liquidators deemed that the sum of £1,924.86 was due in respect of the overdrawn DLA, and the sum of £34,675.00 in respect of the unlawful dividends. However, the director disputed this further and could not provide any further documentation in respect of this.

The Joint Liquidators continued to pursue the director in respect of the balances due, and as a result, the director appointed Francis Wilks & Jones Solicitors to act on her behalf in disputing the claim against her. The director's solicitors were adamant that the funds were not due to the liquidation, however following documentation provided by the Joint Liquidators to prove otherwise, no response was received from the director's solicitor. The Joint Liquidators therefore instructed Wilkin Chapman LLP, an associated company, to pursue the outstanding monies owed.

As no further matters for investigations have arisen, the Joint Liquidators have concluded their investigations.

6. CREDITORS' CLAIMS AND DIVIDEND PROSPECTS

Secured Creditors

In accordance with the Statement of Affairs, HSBC Bank Plc ("the Bank") was believed to hold a fixed and floating charge over the assets of the Company. The Bank were owed approximately £27,500.00 at the date of appointment excluding charges and accruing interest under the charge held. As the funds realised were used for paying the expenses of the liquidation, no monies have been paid to the secured creditor in respect of their charge.

Preferential Creditors

There were no preferential creditors in the liquidation.

Unsecured Creditors

Ordinary unsecured claims have been received amounting to £54,685.39, the director's Statement of Affairs estimated unsecured claims of £74,137.62.

7. JOINT LIQUIDATORS' REMUNERATION

A Statement of Affairs fee of £5,000.00 was approved at the initial meeting of creditors held on 20 October 2016 which has been drawn by us, as Joint Liquidators.

This is a fixed fee and was considered to be fair, reasonable and proportionate with the work carried out prior to appointment as detailed in the fee estimate and agreed by creditors.

In the pre-appointment period, category 2 disbursements of £53.20 were incurred and allocated to the case, which have been drawn during the post appointment period. The disbursements that have been incurred are detailed in Appendix II, along with a comparison of the original estimate.

The Joint Liquidators' remuneration stated in the Receipts and Payments account is based on hourly costs at scale rates calculated on the time properly in the course of the liquidation and was approved at the initial meeting of creditors on 20 October 2020 and was capped at £11,912.50.

It is the firm's practice to ensure that work is conducted by the appropriate staff member at the appropriate level of experience. The day to day administration on cases is dealt with by an Administrator or Senior Administrator, depending on the nature of the case, and a Manager and Insolvency Practitioner then oversees the work undertaken. Where the issues are complex and litigious, the work will be closely supervised or undertaken by a Senior Manager or Insolvency Practitioner.

The Joint Liquidators are required to meet a considerable number of statutory and regulatory obligations. Whilst many of these tasks do not have a direct benefit in enhancing realisations for the insolvent estate, they assist in the efficient and compliant progressing of the administration of the case, which ensures that work is carried out to a high standard.

In the current period the Joint Liquidators have incurred time costs of £13,082.50 representing 54.80 hours at an average hourly charge-out rate of £238.73. Total time spent to date on this assignment amounts to 170.65 hours at an average composite rate of £208.18 per hour resulting in total time costs to date of £35,526.25. Joint Liquidators' fees of £9,624.00 plus VAT have been drawn to date leaving outstanding time costs of £25,902.25, which will be written off.

Having regard for the costs that are likely to be incurred in bringing this Liquidation to a close, the Joint Liquidators original fees estimate has been exceeded, see comparison below:

Classification	Estimated Number of Hours	Estimated Total Time Costs	Actual Number of Hours	Actual Total Time Costs
Administration & Planning	22.00	£4,600.00	23.05	£4,247.50
Creditors & Distributions	8.00	£1,662.50	2.90	£402.50
Investigations	14.00	£2,675.00	109.15	£22,995.00
Floating Charge Assets	9.00	£1,737.50	10.10	£2,330.00
Statutory & Compliance	6.00	£1,237.50	25.45	£5,551.25
Estimated Totals	59.00	£11,912.50	170.65	35,526.25

Please refer to Appendix I for a detailed breakdown of the work undertaken.

Administration & Planning – Administration and Planning relates to the cashiering functions required throughout the duration of the liquidation, which included the bank account reconciliations, the submission of annual Corporation Tax returns, and the maintaining of the estate account. It also included the time allowed for case reviews to be undertaken, the filing and maintaining of internal documents relating to the case, dealing with any pension schemes and archiving the Company records. The time incurred amounted to 23.05 hours at a total cost of £4,247.50. The estimated time was 22.00 hours at a total cost of £4,600.00. Time costs are higher than estimated as the liquidation did not conclude in the initial time frame.

Creditors & Distribution – Time spent on Creditors & Distribution amounts to 2.90 hours, totalling £402.50. The estimated time was 8.00 hours at a total cost of £1,662.50. This relates to corresponding with creditors regarding the liquidation and logging claims received. This is lower than originally estimated as communication with creditors has been lower than anticipated.

Investigations – The time spent on Investigations amounts to 109.15 hours, totalling £22,995.00. The estimated time was 14.00 hours at a total cost of £2,675.00. Time costs are higher than estimated due to the level of investigation being far higher than anticipated, for further information, please refer to section 5 of this report.

Floating Charge Assets – The time spent amounts to 10.10 hours at a total cost of £2,330.00. The estimated time was 9.00 hours at a total cost of £1,737.50. This category of time includes liaising with the director in respect of the funds due into the liquidation. For information regarding the work carried out, please refer to section 3 of this report.

Statutory & Compliance – Statutory & Compliance involves the preparation and circulation of the Joint Liquidators report to creditors upon appointment, preparing annual reports to creditors, filing the relevant documents to Companies House, including annual receipts and payments accounts, advertising throughout the liquidation in accordance with statutory requirements and bonding the case for the value of the assets. The time spent amounts to 24.45 hours at a total cost of £5,551.25. The estimated time was 6.00 hours at a total cost of £1,237.50. Time costs are higher than estimated as the liquidation did not conclude in the time frame originally anticipated.

Post Appointment category 2 disbursements of £81.47 have been allocated to the case from the commencement of the liquidation up to the anniversary which have been drawn leaving no unbilled disbursements. The disbursements that have been incurred are detailed in Appendix II with an explanation of expenses that have exceeded that estimate.

Wilkin Chapman Business Solutions Limited chargeout rates and disbursements policy is attached at Appendix III.

All other payments have been made in accordance with the rules and regulations generally as to the payment of costs and expenses in the liquidation, details of which can be found below:

Other Costs

The sum of £60.00 has been incurred and drawn, which relates to the insurance bond on the case, this is a statutory requirement under the guidelines produced by the Joint Liquidators regulatory body, this amount has been drawn in full.

The sum of £210.00 has been incurred and drawn, which relates to the statutory advertising of the liquidation and the appointment of the Joint Liquidators. in addition to the advertising of the members and creditors meetings.

The sum of £2.80 has been incurred and drawn, which relates to searches being conducted pre-appointment in order to comply with Anti Money Laundering regulations.

The sum of £83.33 has been incurred and drawn in respect of room hire. It was necessary to hold members and creditors meetings in order to place the Company into liquidation, and in order to make the meeting accessible to all creditors.

The sum of £3.00 has been incurred and drawn in respect of Land Registry Searches made on the director's property.

The sum of £1,500.00 has been paid to Wilkin Chapman LLP in respect of legal fees which represents 15% of realisations made.

The sum of £20.62 has been incurred and drawn in respect of postage, which has been charged at the relevant prevailing rate.

A comparison between the estimated figures and actual figures for expenses is provided at Appendix II.

A Creditors' Guide to Liquidators' Fees can be found on the portal or on our website, which includes creditors' rights to further information and to challenge.

8. CREDITORS' RIGHTS

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 Liquidator's remuneration and expenses, within 21 days of 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 creditors (including the creditor in question), apply to court to challenge the amount and/or basis of the Joint Liquidator's fees and the amount of any proposed expenses or expenses already incurred, within 8 weeks of receipt of this report. Any secured creditor may make a similar application to court within the same time limit.

The Joint Liquidators are bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency procedure.

9. EC REGULATIONS (WHETHER PROCEEDINGS ARE MAIN PROCEEDINGS OR TERRITORIAL)

The Company's centre of main interest was in United Kingdom and therefore it is considered that the EC Regulations will apply. These proceedings are main proceedings as detailed in Article 3 of the EC Regulation.

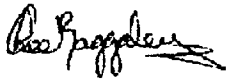
10. CONCLUSION

There are no other outstanding matters and the affairs of the Company have been fully wound up.

Should any assets come to light following the closure/dissolution of this case, Wilkin Chapman Business Solutions Limited reserve the right to offset any realisations against the unpaid time costs and disbursements.

Should any creditor require further explanation of matters contained within this final report please contact Luke Revill.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Catherine Lee-Baggaley', with a stylized flourish at the end.

Catherine Lee-Baggaley
Joint Liquidator

Encs

A & A Family Centre Limited
(In Liquidation)
JOINT LIQUIDATORS' RECEIPTS AND PAYMENTS ACCOUNT

	Statement of affairs £	From 20/10/2019 To 07/10/2020 £	From 20/10/2016 To 07/10/2020 £
RECEIPTS			
Rent and Rates Prepayment	Uncertain	0.00	1,833.75
Overpayment of Wages	Uncertain	0.00	0.00
Commercial Card Overpayment	Uncertain	0.00	0.00
Bank interest, gross		0.23	4.67
Director's Loan Account		0.00	1,924.86
Unlawful Dividend		10,000.00	12,875.14
		<hr/> 10,000.23	<hr/> 16,638.42
PAYMENTS			
Specific bond		0.00	60.00
Preparation of Statement of affairs		0.00	5,000.00
Liquidator's fees		8,517.33	9,624.00
Room Hire		0.00	83.33
Mileage		46.12	46.12
Legal fees		1,500.00	1,500.00
Telephone/Printing/Fax		24.55	24.55
Stationery & postage		30.62	30.62
Storage costs		54.00	54.00
Statutory advertising		0.00	210.00
Company Searches		5.80	5.80
Trade & Expense Creditors	(10,704.94)	0.00	0.00
HSBC Bank Plc	(27,500.00)	0.00	0.00
HM Revenue and Customs	(35,932.68)	0.00	0.00
Ordinary Shareholders	(100.00)	0.00	0.00
		<hr/> 10,178.42	<hr/> 16,638.42
Net Receipts/(Payments)		(178.19)	0.00
MADE UP AS FOLLOWS			
Estate Account		(2,212.71)	(2,074.52)
VAT Receivable / (Payable)		2,034.52	2,074.52
		<hr/> (178.19)	<hr/> 0.00

Appendix I

Detailed list of work undertaken and envisaged for A & A Family Centre Limited in Creditors' Voluntary Liquidation for the review period 20 October 2016 to 7 October 2020.

Below is detailed information about the tasks undertaken and envisaged by the Joint Liquidators.

General Description	Includes
Administration & Planning	
General Administration / Cashiering	Deregistration of VAT Quarterly VAT Returns Submission of final VAT Annual corporation tax returns Preparing correspondence opening and closing accounts Requesting bank statements Bank account reconciliations Correspondence with bank regarding specific transfers Maintenance of the estate cash book Banking remittances and issuing cheques/BACS payments General Communication
Planning / Review	Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case Periodic file reviews documenting strategy
Document maintenance/file review/checklist	Filing of documents Periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards Maintenance of statutory and case progression task lists/diaries Updating checklists
Books and records / storage	Dealing with records in storage Sending job files to storage
Creditors and Distributions	
Creditor Communication	Receive and follow up creditor enquiries Review and prepare correspondence to creditors and their representatives
Dealing with proofs of debt ("POD")	Receipting and filing POD when not related to a dividend Corresponding with RPO regarding POD when not related to a dividend
Processing proofs of debt	Preparation of correspondence to potential creditors inviting submission of POD Receipt of POD Adjudicating POD
Investigations	
SIP 2 Review	Taking control of and making an inventory of company books and records Correspondence to request information on the company's dealings, making further enquiries of third parties Reviewing questionnaires submitted by creditors and directors Reconstruction of financial affairs of the company Reviewing company's books and records Preparation of deficiency statement Review of specific transactions and liaising with directors regarding certain transactions
Statutory reporting on conduct of director(s)	Preparing statutory investigation reports Liaising with Insolvency Service Submission of report with the Insolvency Service Preparation and submission of supplementary information if required Assisting the Insolvency Service with its investigations
Litigation / Recoveries	Reviewing terms of solicitors' conditional fee agreements Liaising with solicitors regarding recovery actions Attending to negotiations Attending to settlement matters

General Description	Includes
Floating Charge Assets / Contributions	
Other assets: EG: Rent Deposit Deeds / Corporation Tax or VAT Refunds / Intellectual Property / Goodwill ETC	Examining company records to support tax refunds Exchanges with government departments Liaising with Landlord to review benefit to creditors from Rent Overpayment & Deposits and Short Term Leasehold Property Collecting sales consideration
Overdrawn Directors Loan Account and Unlawful Dividends	Undertake reconciliation of accounts by our investigations department Correspond with the director regarding funds due Agree payment plan, and review income and expenditure account Ensure funds are received and allocated correctly Monitor payment plan
Statutory & Compliance	
Reports	Circulating initial report to creditors upon appointment Preparing annual progress report to creditors
Statutory/Advertising	Filing of documents to meet statutory requirements including annual receipts and payments accounts Advertising in accordance with statutory requirements Bonding the case for the value of the assets
Creditors' decisions Advertising Filing statutory documents, bonding.	Preparation of decision procedure notices, proxies/voting forms and advertisements Notice of decision procedure to all known creditors Collate and examine proofs and proxies/votes to conclude decisions For virtual or physical meetings: preparation of meeting file, including agenda, certificate of postage, attendance register, list of creditors, reports to creditors, advertisement of meeting and draft minutes of meeting Responding to queries and questions following decisions
Closure	Review case to ensure all matters have been finalised Obtain clearance to close case from HMRC together with submitting final tax return Issue final account to creditors File documents with Registrar of Companies

Appendix II

Expenses summary for period, cumulative & comparison with estimate for A & A Family Centre Limited in Creditors' Voluntary Liquidation

Below are details of the Joint Liquidators' expenses for the period under review and the total to date.

Expenses	Original expenses estimate £		Actual expenses incurred in the Review Period £		Actual expenses incurred to date £		Reason for any difference
	Pre	Post	Pre	Post	Pre	Post	
Category 1 Expenses							
Bonding	0.00	60.00	0.00	0.00	0.00	60.00	
Advertising	150.00	210.00	0.00	0.00	70.00	150.00	The estimate included provision for notices which have not been required. The notices are in respect of the liquidation and the appointment of the Joint Liquidators in the London Gazette
AML Searches	0.00	0.00	0.00	0.00	2.80	0.00	This was not included in the original estimate; however, this relates to searches being conducted to comply with Anti-Money Laundering Regulations.
Room Hire	0.00	0.00	0.00	0.00	83.33	0.00	This was not included in the original fee estimate; however, it relates to the conference that was required in order to hold the members' and creditors' meetings.
Land Registry Search	0.00	0.00	0.00	3.00	0.00	3.00	This was not anticipated; however, it was necessary to determine what equity if any the director's property held.
Legal Fees	0.00	0.00	0.00	0.00	0.00	1,500.00	This was not included in the estimate, however it related to 15% of realisations made by Wilkin Chapman LLP for obtaining a settlement from the director for monies owed.
Postage	0.00	0.00	0.00	2.99	4.73	15.89	
Total Category 1 Expenses	150.00	270.00	0.00	5.99	157.86	1,728.89	
Category 2 Expenses	Pre	Post	Pre	Post	Pre	Post	
Travel / Mileage	0.00	0.00	0.00	0.00	46.12	0.00	
Telephone / Printing / Fax	0.00	0.00	0.00	3.30	7.08	17.47	
Stationary	0.00	0.00	0.00	5.00	0.00	10.00	
Storage Charges	0.00	0.00	0.00	0.00	0.00	54.00	
Total Category 2 Expenses	0.00	0.00	0.00	8.30	53.20	81.47	

Time Entry - Detailed SIP9 Time & Cost Summary

AJ6BC - A & A Family Centre Limited
 From: 20/10/2019 To: 07/10/2020
 Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
AP-ADMIN : Administration & Planning	6.50	3.10	1.80	2.25	7.65	1,607.50	209.48
IN-INV : Investigations	4.85	28.30	0.00	0.00	32.95	6,161.25	245.60
RA-FLTG : Floating Charge Assets/Contributions	1.20	0.00	0.80	0.00	2.00	606.25	303.13
S3-STAT : Statutory & Compliance	0.30	5.10	5.80	0.00	12.20	2,582.50	219.88
Productive Time	6.65	37.50	8.40	2.25	54.80	13,082.50	238.73
Total Hours	6.65	37.50	8.40	2.25	54.80	13,082.50	238.73
Total Fees Claimed						0.00	

Time Entry - SIP9 Time & Cost Summary
Category 2 Disbursement (Grouped By Analysis Code)

AJ6BC - A & A Family Centre Limited
Project Code: POST
From: 20/10/2019 To: 07/10/2020

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.

Disbursement Description / Analysis Codes	Amount
Fax and Printing: (D2FAXPRINT :)	3.30
Postage: (D2POST :)	2.95
Company Searches: (D2SEARCH :)	3.00
Stationery: (D2STATION :)	5.00
Total	14.29

Time Entry - Detailed SIP9 Time & Cost Summary

AJ6BC - A & A Family Centre Limited
 To: 07/10/2020
 Project Code: POS1

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
AP-ADMIN : Administration & Planning	1.20	4.10	7.20	10.55	23.05	4,247.50	184.27
CR-CRED : Creditors & Distributions	0.00	0.00	1.00	1.40	2.90	402.53	138.79
IN-INV : Investigations	5.60	52.45	56.70	0.40	109.15	22,995.00	210.57
RA-PLG : Floating Charge Assets/Contributions	2.45	0.00	7.55	0.00	10.10	2,330.90	230.59
SJ-STAFF : Statutory & Compliance	1.20	9.10	16.00	0.10	25.45	5,551.25	218.12
Productive Time	10.45	65.65	82.10	12.45	170.65	35,526.25	208.18
Total Hours	10.45	65.65	82.10	12.45	170.65	35,526.25	208.18
Total Fees Claimed						0.00	

Time Entry - SIP9 Time & Cost Summary
Category 2 Disbursement (Grouped By Analysis Code)

AJ6BC - A & A Family Centre Limited
Project Code: POST
To: 07/10/2020

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.

Disbursement Description / Analysis Codes	Amount
Fax and Printing: (D2FAXPRINT:)	24.56
Mileage: (D2MILE:)	46.12
Postage: (D2POST:)	20.62
Room Hire: (D2RHIRE:)	83.35
Company Searches: (D2SEARCH:)	5.90
Software charges: (D2SOFTWARE:)	53.75
Stationery: (D2STATION:)	10.00
Storage Costs: (D2STOR:)	54.00
Total	338.17

NOTICE THAT THE COMPANY'S AFFAIRS ARE FULLY WOUND UP

Company Name: A & A Family Centre Limited – In Liquidation ("the Company")
Company Number: 06381643

This Notice is given under Rule 6.28 of the Insolvency (England & Wales) Rules 2016 ("the Rules"). It is delivered by the Joint Liquidators of the Company, Catherine Lee-Baggaley and Ian Michael Rose of Wilkin Chapman Business Solutions Limited, 1st Floor, Consort House, Waterdale, Doncaster, DN1 3HR, who were appointed by the members and creditors of the Company.

The Joint Liquidators give notice that the Company's affairs are fully wound up.

Creditors have the right:

- (i) To request information from the Joint Liquidators under Rule 18.9 of the Rules;
- (ii) To challenge the Joint Liquidators remuneration and expenses under Rule 18.34 of the Rules;
- (iii) To object to the release of the Joint Liquidators by giving notice in writing before the end of the prescribed period to the Joint Liquidators, detailed below;
And
- (iv) To object to the destruction of the books and records after 12 months of the dissolution of the company by giving notice in writing before the end of the prescribed period to:

Catherine Lee-Baggaley and Ian Michael Rose
Joint Liquidators
Wilkin Chapman Business Solutions Limited
1st Floor Consort House
Waterdale
Doncaster
DN1 3HR

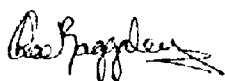
The prescribed period ends at the later of: (i) eight weeks after delivery of this notice, or (ii) if any request for information under Rule 18.19 of the Rules of any application to court under that Rule or Rule 18.34 of the Rules is made, when that request or application is finally determined.

The Joint Liquidators will vacate office under Section 171 of the Insolvency Act 1986 ("the Act") on delivering to the Registrar of Companies the final account and notice saying whether any creditor has objected to release.

The Joint Liquidators will be released under Section 173 of the Act at the same time as vacating office unless any of the Company's creditors objected to release.

Relevant Extracts of the Rules referred to above are provided overleaf.

Signed:



Catherine Lee-Baggaley
Joint Liquidator

Dated: 7 October 2020

**RELEVANT EXTRACTS OF RULES 18.9 AND 18.34 OF
THE INSOLVENCY (ENGLAND & WALES) RULES 2016**

Rule 18.9

- (1) The following may make a written request to the office holder for further information about remuneration or expenses set out in a final report under rule 18.14:
- A secured creditor;
 - An unsecured creditor with the concurrence of at least 5% in value of the unsecured creditors (including the creditor in question); or
 - Any unsecured creditor 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 creditor.

Rule 18.34

- (1) This rule applies to an application in a winding up made by a person mentioned in paragraph (2) on the grounds that:
- The remuneration charged by the office holder is in all the circumstances excessive;
 - The basis fixed for the office holders remuneration under rules 18.16, 18.18, 18.19, 18.20 and 18.21 (as applicable) is inappropriate; or
 - 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 secured creditor; or
 - 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.
- (3) The application by a creditor must be made by no later than eight weeks after receipt by the applicant of the final report or account under rule 18.14 which first reports the charging of the remuneration or the incurring of the expenses in question.

**WILKIN CHAPMAN BUSINESS SOLUTIONS LIMITED
DISBURSEMENT AND CHARGEOUT RATES
EFFECTIVE FROM 1 APRIL 2020**

Disbursements

Definitions

Category 1 - approval not required - specific expenditure that is directly related to a particular insolvency case, where the cost of the expense incurred is referable against an independent external supplier's invoice or published tariff of charges.

Category 2 - approval required - all other items of expenditure. Which cannot, or cannot easily, be directly related to a particular insolvency case because there is an element of shared or allocated cost, and/or where the cost of the expense incurred is an estimated, utilised cost with the estimate based on external costs or opportunity costs.

Charging Policy of Wilkin Chapman Business Solutions Limited

Category 1 expenses are recharged to the particular insolvency case at the rate incurred by Wilkin Chapman Business Solutions Limited and as they are incurred.

Category 2 expenses, the following items are recharged at the following rates:

- Where meeting rooms of Wilkin Chapman Business Solutions Limited are used for the purpose of statutory meetings of creditors the room hire is recharged to the individual insolvency case at £150 per meeting.
- Car mileage is recharged to the individual insolvency case at the rate of 45p per mile.
- The storage of books and records (when not charged as a **Category 1** expense) is recharged at the rate of £1.50 per box per month.
- Printing and photocopying is charged at 15p per sheet.
- Faxes are charged at 50p per sheet.
- IPS computer charge £6.25 per month, up to a maximum of £200 per case. (Not applicable from 1 October 2018).
- Stationery charged at £5.00 per file.

Chargeout Rates

The hourly rates for the different levels of staff are shown below:

Insolvency Practitioner	£375
Manager	£275
Assistant Manager	£225
Senior Administrator	£200
Administrator	£175
Cashier	£150
Assistants and Support Staff	£100

Time is charged to the individual insolvency case in 6 minute units.

Please note that the above disbursements and chargeout rates are the same as they were for Silke & Co Limited and have not changed since 1 October 2013, with the exception of the rate of the Insolvency Practitioner which increased from £350 on 1 April 2020.