

LIQ03

Notice of progress report in voluntary winding up



Companies House

THURSDAY



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01/08/2019

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COMPANIES HOUSE

1 Company details

Company number 0 6 3 8 7 3 8 3

Company name in full Ranelagh Catering Limited

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

2 Liquidator's name

Full forename(s) Matthew John

Surname Waghorn

3 Liquidator's address

Building name/number 92

Street London Street

Post town Reading

County/Region Berkshire

Postcode R G 1 4 S J

Country United Kingdom

4 Liquidator's name ①

Full forename(s) Louise Mary

Surname Brittain

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

5 Liquidator's address ②

Building name/number Gladstone House

Street 77-79 High Street

Post town Egham

County/Region Surrey

Postcode T W 2 0 9 H Y

Country United Kingdom

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

LIQ03

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6 Period of progress report

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

7 Progress report

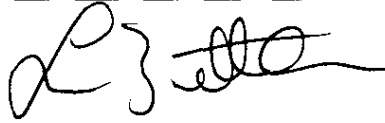
☒ The progress report is attached

8 Sign and date

Liquidator's signature

Signature

X



X

Signature date

d 30	m 07	y 2019
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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	Louise Hodgson
Company name	Wilkins Kennedy
Address	Gladstone House
	77-79 High Street
Post town	Egham
County/Region	Surrey
Postcode	T W 2 0 9 H Y
Country	United Kingdom
DX	
Telephone	01784 435561

**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

**Ranelagh Catering Ltd
In Liquidation
("the Company")**

**Annual Progress Report to the Members
Pursuant to Section 92A of the Insolvency Act 1986**

For the period ending 1 June 2019

Wilkins Kennedy
Gladstone House
77-79 High Street
Egham
Surrey
TW20 9HY

CONTENTS

1. Introduction
2. Background
3. Receipts and payments account
4. Asset realisations
5. Creditors' claims
6. Distributions to shareholders
7. Expenditure
8. Conclusion

APPENDICES

- I. Statutory Information
- II. Receipts and payments account
- III. Analysis of time costs, explanation of office holders' time charging and disbursements recovery policy and provision of services regulations

1. INTRODUCTION

The anniversary of my appointment as Joint Liquidator has passed and I am required to send you a report on what has happened in the liquidation since the last progress report.

The detailed report is provided below, but in summary during the reporting period a final cash distribution was received in respect of the Company's shareholding in Newinco 1002 Ltd.

2. BACKGROUND

The members' meeting was held on 2 June 2016, when Keith Aleric Stevens and I were appointed Joint Liquidators of the Company.

Keith Aleric Stevens retired as Joint Liquidator on 24 December 2018 and Matthew John Waghorn, was appointed as Joint Liquidator by order of the court on that same date.

Statutory information concerning the Company is attached at Appendix I.

3. RECEIPTS AND PAYMENTS ACCOUNT

Appendix II is a summary of receipts and payments from the date of liquidation on 2 June 2016 to 1 June 2019.

As at 1 June 2019 a total of £141,097.65 was held in the liquidation account. This account is held at Metro Bank Plc. It was interest bearing until 17 October 2018 and I confirm that it has been reconciled to the bank statements.

4. ASSET REALISATIONS

4.1. Cash at Bank

As previously advised, this asset has been realised in full.

4.2. Deferred Sales Consideration

As previously advised, the Company held 2400 B shares in Newinco 1002 Ltd ("Newinco"). Since my last progress report Newinco has been placed into a solvent liquidation so that a distribution to shareholders could be made.

On 2 January 2019 a distribution was made to the shareholders and the sum of £125,010 has now been received into the liquidation account in respect to the Company's shareholding.

No further realisations are due in this matter.

5. CREDITORS' CLAIMS

- 5.1. I have received one 'interim' claim in the liquidation from HM Revenue & Customs in the sum of £9,001.54, this unsecured claim is in respect of pre appointment corporation tax, PAYE, NIC and VAT. H M Revenue & Customs have advised that corporation tax returns are required to be submitted for tax returns due for several tax periods from 1 October 2010 to 1 June 2016 and these returns will need to be submitted before they can finalise their claim.

I have been liaising with the Company's accountant to arrange submission of the outstanding returns so this claim can be finalised. However there are delays in submitting this information and unless the submission of the outstanding returns are resolved in the next 3 months, I will contact H M Revenue & Customs to agree their claim based on assessments raised for the periods concerned so that this liquidation can progress to conclusion.

I will also be liaising with the director and shareholders to try to progress this outstanding aspect of this liquidation.

6. DISTRIBUTIONS TO SHAREHOLDERS

- 6.1. Cash distributions

The following distributions have been made to the members holding ordinary shares:

Date	Amount of distribution	Rate of distribution per share
16/09/2016	£174,452.82	£87,226.41 per Ordinary £1 share

7. EXPENDITURE

At the General Meeting held on 2 June 2016, shareholders passed the following resolution:

"That the remuneration of the Joint Liquidators shall be fixed at £2,500.00 plus VAT and disbursements and that payment of the remuneration may be made from the assets of the Company."

This has been drawn in full.

On the 23 February 2018, the shareholder passed the following additional resolution:

"That, in accordance with Rule 18.19 of the Insolvency Rules 2016, the Joint Liquidators may draw further remuneration of £1,000 plus VAT."

This has been drawn in full.

Due to further delays in concluding this liquidation a further £1,000 plus VAT has been agreed with the director in respect to the additional work incurred. I will be seeking a signed written resolution from the director in due course.

My total time costs to 1 June 2019 amount to £13,478.70, representing 79.36 hours at an average hourly charge out rate of £169.84.

A description of the routine work undertaken in the liquidation is set out at Appendix III.

7.1. Joint liquidators' expenses

My expenses to 1 June 2019 amount to £541.50 of which £52.50 was incurred in the period from 2 June 2018 to 1 June 2019. I have drawn £489.00 in respect to my expenses.

The following expenses have been incurred:

<u>Particulars of expense</u>	<u>Type of expense</u> <u>(category 1 or 2)</u>	<u>Amount incurred in period (£)</u>	<u>Amount incurred/ accrued to date (£)</u>	<u>Amount outstanding (£)</u>
IT Administration fee	1	-	110.00	-
Specific Bond	1	52.50	212.50	52.50
Statutory Advertising	1	-	219.00	-
TOTAL		52.50	541.50	52.50

Agents and professional advisors have not been used in this liquidation to date, however the Company's former accountant, Barrington Zarach & company has indicated that he is submitting several outstanding corporation tax returns in order to bring the Company's tax returns up to date. As soon as the terms of his engagement are finalised with the director/shareholders agreement it will be included in the next report.

7.2. Further information

A member may, with the permission of the court or with at least 5% of the total voting rights of all the members having the right to vote at general meetings of the Company request further details of the Liquidators' remuneration and expenses, within 21 days of receipt of this report.

A member may, with the permission of the court or with at least 10% of the total voting rights of all the members having the right to vote at general meetings of the Company, apply to court to challenge the amount and/or basis of the Liquidators' fees and the amount of any proposed expenses or expenses already incurred, within 8 weeks of receipt of this report.

A copy of 'A Members' Guide to Liquidators' Fees' is available to view and download at https://www.wilkinskennedy.com/documents/1/liquidation_-_members_guide_to_fees_april_2017.pdf.

A hard copy of the guide can be obtained on request from the address below.

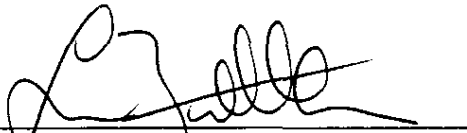
8. CONCLUSION

The liquidation will remain open until the unsecured claim from HM Revenue & Customs has been settled and tax & VAT clearance received. Once these issues have been dealt with the liquidation will be finalised and my files will be closed.

The next formal report will be following the next anniversary of the liquidation, or the conclusion of the liquidation, whichever is sooner. However, I will be happy to respond to any specific request for further information submitted in the meantime.

Our privacy statement, which can be accessed at https://www.wilkinskennedy.com/documents/9/Insolvency_privacy_notice_for_directors_shareholders_and_owners_Sept_2018.pdf explains how we process personal data.

Should you have any queries regarding the liquidation, or the contents of this report, please contact Donna Kirkpatrick at our Reading office on 0118 9512 131 or at donna.kirkpatrick@wilkinskennedy.com

A handwritten signature in black ink, appearing to read 'Louise Mary Brittain', written over a horizontal line.

Louise Mary Brittain
Joint Liquidator

STATUTORY INFORMATION

Company name:	Ranelagh Catering Ltd
Registered office:	Gladstone House, 77-79 High Street, Egham, Surrey, TW20 9HY
Former registered office:	Arandale, Rectory Lane, Windlesham, Surrey, GU20 6BW
Registered number:	06387383
Joint Liquidators' names:	Louise Mary Brittain and Matthew John Waghorn
Joint Liquidators' address:	Gladstone House, 77-79 High Street, Egham, Surrey, TW20 9HY
Joint Liquidators' date of appointment:	2 June 2016 and 24 December 2018 respectively
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.

Name, address and appointment details of the former Liquidator:

Keith Aleric Stevens, Gladstone House, 77-79 High Street, Egham, Surrey, TW20 9HY – Appointed on 2 June 2016.

APPENDIX II

RECEIPTS AND PAYMENTS ACCOUNT

THURSDAY



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COMPANIES HOUSE

Ranelagh Catering Ltd - In Members Voluntary Liquidation
Joint Liquidators' Abstract of Receipts & Payments

From 02 June 2018 To 01 June 2019

S of A £		As Previously Reported	02/06/18 to 01/06/19	Total £
RECEIPTS				
NIL	Cash at Bank	194,452.83	NIL	194,452.83
NIL	Bank Interest Gross	73.77	6.08	79.85
NIL	Debtors	NIL	125,010.00	125,010.00
NIL		194,526.60	125,016.08	319,542.68
PAYMENTS				
NIL	Corporation Tax	NIL	(3.21)	(3.21)
NIL	Office Holders Fees	(3,500.00)	NIL	(3,500.00)
NIL	Statutory Advertising	(219.00)	NIL	(219.00)
NIL	IT Administration Fee	(110.00)	NIL	(110.00)
NIL	Specific Bond	(160.00)	NIL	(160.00)
NIL	Ordinary Shareholders	(174,452.82)	NIL	(174,452.82)
0		(178,441.82)	(3.21)	(178,445.03)
0	CASH IN HAND	16,084.78	125,012.87	141,097.65

WILKINS KENNEDY

Schedule of joint liquidators' remuneration and disbursements for

RANELAGH CATERING LTD

as at 2 June 2019

JOINT LIQUIDATORS' FEES

Classification Of Work Function	HOURS					Time Cost	Average Hourly Rate
	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours		
Administration & Planning	7.80	1.75	1.20	34.85	45.60	£ 7,945.40	£ 174.24
Cashiering & Accounting	2.10	0.70	6.80	3.21	12.81	2,106.05	164.41
Investigations	0.10	-	-	-	0.10	45.00	450.00
Realisation of Assets	0.80	0.50	0.10	4.20	5.60	1,085.00	193.75
Creditors	0.50	0.15	-	1.45	2.10	453.25	215.83
Statutory	1.20	0.40	-	11.55	13.15	1,844.00	140.23
Total Hours	12.50	3.50	8.10	55.26	79.36	13,478.70	169.84
Total Fees Claimed (£)							

Wilkins Kennedy Charge-Out Rates

1 January 2017 2 December 2018	£	3 December 2018 to date	£
Partners	400.00 - 460.00	Partners	430.00 – 470.00
Directors/Managers	230.00 - 360.00	Directors/Managers	210.00 – 390.00
Senior Administrators	145.00 - 200.00	Administrators	110.00 – 210.00
Administrators	100.00 - 160.00	Junior/Trainee Administrators	95.00 – 200.00
Junior/Trainee Administrators	50.00 - 110.00	Cashiers/Secretaries	60.00 – 100.00
Cashiers/Secretaries	75.00 - 90.00		

Explanation of officeholders' time charging policy

In accordance with the provisions of Statement of Insolvency Practice 9 ("SIP 9"), the charge out rates detailed on the previous page are applicable to this appointment exclusive of VAT. Rates are normally reviewed on an annual basis and adjustments made accordingly where deemed appropriate.

Time is recorded in 6 minute units by each staff member working on the case. A description of the routine work undertaken which time will be recorded for is detailed as follows:

1. Administration and planning
 - Preparing documentation and dealing with the formalities of appointment.
 - Dealing with all routine correspondence.
 - Maintaining physical case files and electronic case details.
 - Reviewing the ongoing progression of case files.
 - Arranging the collection and storage of Company records.
 - Ensuring an appropriate case bordereau is in place.
 - Case planning and administration.
2. Investigations
 - Conduct of any investigations requested by the members.
3. Realisation of assets
 - Identifying, securing and obtaining sufficient insurance in respect of Company assets.
 - Dealing with any retention of title or other third party claims.
 - Debt collection functions.
 - Negotiating and completing property, business and asset sales.
4. Cashiering
 - Managing case bank accounts.
 - Maintaining case cash books.
5. Trading
 - Management of trading operations.
 - Maintaining and preparing accounting records for the period of trade.
 - Dealing with ongoing employee issues.
6. Creditors/members
 - Dealing with creditor and member correspondence and telephone conversations.
 - Maintaining creditor and member information and claims (including those submitted by secured creditors, employees and other preferential creditors).
 - Making distributions to creditors and members including specie distributions.
7. Statutory
 - Statutory notifications and advertising.
 - Convening and holding of meetings of members where appropriate.
 - Preparing reports to members.
 - Filing of statutory documents with the Registrar of Companies.

Explanation of officeholders' disbursement recovery policy and provision of services regulations

SIP 9 also requires that the office holder provide a statement of the officeholder's policy in relation to the recharging of disbursements. SIP 9 defines disbursements as either Category 1 or Category 2 disbursements, further details of which are below.

Category 1 disbursements will generally comprise external supplies of incidental services specifically identifiable to the case, typically for items such as identifiable telephone calls, postage, case advertising, invoiced travel and properly reimbursed expenses incurred by personnel in connection with the case. Also included will be services specific to the case where these cannot practically be provided internally such as printing, room hire and document storage.

Category 2 disbursements will generally comprise costs which, whilst being in the nature of expenses or disbursements, include elements of shared or allocated costs.

Charging and disbursement recovery policy

Category 1 disbursements are recoverable without approval, and will be recovered by the officeholder as they are incurred.

Category 2 disbursements do require approval, and should be identified and subject to approval by those responsible for approving remuneration. SIP 9 provides that the officeholder may make a separate charge for expenses in this category, provided that:

- such expenses are of an incidental nature and are directly incurred on the case, and there is a reasonable method of calculation and allocation; it will be persuasive evidence of reasonableness, if the resultant charge to creditors is in line with the cost of external provision; and
- the basis of the proposed charge is disclosed and is authorised by those responsible for approving his remuneration.

Payments to outside parties in which the officeholder or his firm or any associate (as defined by Section 435 of the Insolvency Act 1986) has an interest should be treated as category 2 disbursements.

The following items of expenditure are recharged on this basis and are believed to be in line with the cost of external provision:

Photocopying	5p per sheet
Mileage	45p per mile (40p per mile prior to 6 April 2011)
Meeting Room	£50

Provision of services regulations

When carrying out all professional work relating to an insolvency appointment, Insolvency Practitioners are bound by the Insolvency Code of Ethics.

To comply with the Provision of Services Regulations, some general information about Wilkins Kennedy, including our complaints policy and Professional Indemnity Insurance and the Insolvency Code of Ethics, is available on our website using the following link: <https://www.wilkinskennedy.com/services/advisory/insolvency/provision-service/>