

# 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 7 9 4 7 7 2

Company name in full Total Car Solutions Limited

#### → Filling in this form

Please complete in typescript or in  
bold black capitals.

### 2 Liquidator's name

Full forename(s) Richard

Surname Simms

### 3 Liquidator's address

Building name/number Alma Park, Woodway Lane

Street Claybrooke Parva

Post town Lutterworth

County/Region Leicestershire

Postcode L E 1 7 5 F B

Country

### 4 Liquidator's name ①

Full forename(s)

Surname

#### ① Other liquidator

Use this section to tell us about  
another liquidator.

### 5 Liquidator's address ②

Building name/number

Street

Post town

County/Region

Postcode

Country

#### ② Other liquidator

Use this section to tell us about  
another liquidator.

LIQ03

Notice of progress report in voluntary winding up

**6** Period of progress report

|           |                   |                   |                   |                   |                   |                   |                   |                   |
|-----------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| From date | <sup>d</sup><br>1 | <sup>d</sup><br>4 | <sup>m</sup><br>0 | <sup>m</sup><br>6 | <sup>y</sup><br>2 | <sup>y</sup><br>0 | <sup>y</sup><br>2 | <sup>y</sup><br>2 |
| To date   | <sup>d</sup><br>1 | <sup>d</sup><br>3 | <sup>m</sup><br>0 | <sup>m</sup><br>6 | <sup>y</sup><br>2 | <sup>y</sup><br>0 | <sup>y</sup><br>2 | <sup>y</sup><br>3 |

**7** Progress report

☐ The progress report is attached

**8** Sign and date

Liquidator's signature

Signature

X

*Richard Simms*

X

Signature date

|                   |                   |                   |                   |                   |                   |                   |                   |
|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| <sup>d</sup><br>1 | <sup>d</sup><br>0 | <sup>m</sup><br>0 | <sup>m</sup><br>8 | <sup>y</sup><br>2 | <sup>y</sup><br>0 | <sup>y</sup><br>2 | <sup>y</sup><br>3 |
|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|

# 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 **Viera Navratilova**

Company name **F A Simms & Partners Limited**

Address  
**Alma Park, Woodway Lane**  
**Claybrooke Parva**

Post town **Lutterworth**

County/Region **Leicestershire**

Postcode **L E 1 7 5 F B**

Country

DX

Telephone  
**01455 555 444**



### 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)**

**Total Car Solutions Limited**  
**(In Liquidation)**  
**Liquidator's Summary of Receipts & Payments**

| Statement<br>of Affairs<br>£ |                       | From 14/06/2022<br>To 13/06/2023<br>£ | From 14/06/2022<br>To 13/06/2023<br>£ |
|------------------------------|-----------------------|---------------------------------------|---------------------------------------|
| UNSECURED CREDITORS          |                       |                                       |                                       |
| (30,077.05)                  | Bank                  | NIL                                   | NIL                                   |
|                              |                       | NIL                                   | NIL                                   |
| DISTRIBUTIONS                |                       |                                       |                                       |
| (100.00)                     | Ordinary Shareholders | NIL                                   | NIL                                   |
|                              |                       | NIL                                   | NIL                                   |
| <b>(30,177.05)</b>           |                       | <b>NIL</b>                            | <b>NIL</b>                            |
| REPRESENTED BY               |                       |                                       |                                       |
|                              |                       |                                       | <b>NIL</b>                            |

**TOTAL CAR SOLUTIONS LIMITED**  
**(IN CREDITORS' VOLUNTARY LIQUIDATION)**  
**LIQUIDATOR'S ANNUAL REPORT TO MEMBERS AND CREDITORS**  
**FOR THE YEAR ENDING 13 JUNE 2023**

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- 3 F A Simms & Partners Limited fees and expenses information**

**TOTAL CAR SOLUTIONS LIMITED**  
**(IN CREDITORS' VOLUNTARY LIQUIDATION)**  
**LIQUIDATOR'S ANNUAL REPORT TO MEMBERS AND CREDITORS**  
**FOR THE YEAR ENDING 13 JUNE 2023**

**1 Statutory and general information**

**Company number:** 06794772

**Liquidator:** Richard Frank Simms of F A Simms & Partners Limited, Alma Park, Woodway Lane, Claybrooke Parva, Lutterworth, Leicestershire, LE17 5FB.

**Date of appointment:** 14 June 2022

Creditors wishing to contact the liquidator, should contact Viera Navratilova on telephone number 01455 555 444 in the first instance.

**2 Liquidator's actions since the last report**

- 2.1 This report should be read in conjunction with my receipts and payments account which is attached as Appendix 1; please note that the figures are shown net of VAT.
- 2.2 My receipts and payments account confirms that there are no realisations and this is in line with the estimated statement of affairs amounts. Greater detail is provided below.

Assets

- 2.3 To date, there are no asset realisations to report.

Other matters

- 2.4 In addition to my responsibility to realise the Company's assets, I am required to comply with various legislative and best practice obligations and deadlines. These obligations include filing of documents with the Registrar of Companies, ensuring that all receipts and payments are promptly dealt with and proper accounting records are maintained. In addition, I am required to undertake periodic case reviews to monitor progress, advise creditors of the liquidation and record all claims received. Furthermore, I am obliged to deal with any other day to day matters that may arise during the liquidation.
- 2.5 Periodical reviews confirm that no ethical issues have come to light during the period reported on.

**3 Unrealised assets**

- 3.1 There are currently no unrealised assets. I am however still undertaking my investigations and it is at this point in time unclear as to whether this might lead to any potential asset realisations.

**4 Investigation into the affairs of the Company**

- 4.1 One of the responsibilities the liquidator has is to review the Company's books and records together with any information provided by creditors to establish if there are any areas which may warrant further investigations. The purpose of these investigations is to establish whether there is the possibility of making further recoveries for the benefit of creditors.
- 4.2 I have undertaken my initial review of the available financial records, however further information was required. Following receipt of the additional information a bank analysis has been prepared from which

I identified a number of transactions that require further explanation and evidence to prove that these were legitimate company related transactions.

4.3 I will shortly write to the director in relation to the said findings and will update creditors in relation to this matter in my next report.

4.4 A further responsibility of the liquidator is to report to the Secretary of State on any matters that come to his attention that could lead him to conclude that any past or present director may be unfit to be involved with managing the affairs of a company in the future. This report is confidential and it is a legal requirement that I do not disclose the content of this report.

## **5 Creditors and dividend prospects**

### Preferential creditors - ordinary

5.1 Claims in this category of preferential creditors represent claims from employees for outstanding wages and holiday pay and the Redundancy Payments Service. No such claims have been received to date and it is not expected that any will be received.

### Preferential creditors - secondary

5.2 Claims in this category of preferential creditors represent claims from HM Revenue & Customs in respect of deductions from employees' wages and outstanding VAT. No such claims have been received to date.

### Floating charge creditor and the prescribed part

5.3 The Company has not given any floating charges over its assets and therefore the prescribed part provisions do not apply.

### Unsecured creditors

5.4 The statement of affairs listed one unsecured creditor with an outstanding balance of £28,834.73. I can advise that I have not received a claim from the said creditor to date. Once received, adjudication on the claim will only be undertaken if funds are available to pay a distribution to this class of creditor, which is currently not anticipated.

## **6 Pre-appointment remuneration**

6.1 The fee for preparing the statement of affairs and arranging the deemed consent procedure for creditors to appoint a liquidator was paid prior to my appointment in the sum of £2,500.00 plus VAT.

## **7 Liquidator's remuneration**

7.1 Changes to charge out rates during the period of this report are detailed in appendix 3.

7.2 The approval of my liquidator's remuneration was requested from creditors by a decision by correspondence convened for the purpose of considering the liquidator's remuneration.

7.3 Unfortunately, no votes were received from creditors and my fee has therefore not been approved by the above decision procedure.

7.4 My total time costs to 13 June 2023 amount to £4,828.00, which represents 24.80 hours at an average charge out rate of £194.68.

7.5 I have, to date, been unable to draw any remuneration as I do not have authority from creditors to do so.

7.6 For the benefit of creditors, the Association of Business and Recovery Professionals publish 'A Creditors' Guide to Liquidators' Fees'. This document is available at the following website address, <https://www.r3.org.uk/technical-library/england-wales/technical-guidance/fees/>. A hard copy of this document can be obtained on request from our office.

## 8 Liquidator's expenses

8.1 I have to date paid no expenses.

8.2 The following expenses have been incurred but have not yet been paid:

| Type of expense       | Amount of expense incurred/accrued to date £ | Amount still to be paid £ |
|-----------------------|--|---------------------------|
| Insolvency Bond       | 40.00  | 40.00                     |
| Statutory Advertising | 151.04                                       | 151.04                    |
| IT Charge             | 55.00  | 55.00                     |

8.3 I have to date incurred no category 2 disbursements.

8.4 I have used no agents or professional advisors in this matter in the reporting period.

## 9 Further information

9.1 Within 21 days of receipt of a progress report a creditor may request that the liquidator provide further information about the fees and expenses set out in this report. A request must be in writing, and may be made either by a secured creditor, or by an unsecured creditor with the concurrence of at least 5% in value of unsecured creditors, or the permission of the court.

9.2 Any secured or unsecured creditor, if they consider that the liquidator's fees are excessive, or that the basis of those fees is inappropriate or that the expenses incurred are excessive, may make an application to the court if at least 10% in value of the unsecured creditors agree. An application must be made within 8 weeks of receipt of this report.

## 10 Conclusion

10.1 I am currently unable to complete my administration of the case due to ongoing investigations as mentioned earlier in the report. I am at the moment unable to estimate the length of time this will take however, once completed, I shall start the process of closure of the case.

10.2 Should you have any queries regarding this matter please contact Viera Navratilova on 01455 555 444.

*Richard Simms*

Richard Frank Simms  
Liquidator



**Total Car Solutions Limited**  
**(In Liquidation)**  
**Liquidator's Summary of Receipts & Payments**

| <b>Statement<br/>of Affairs<br/>£</b> |                       | <b>From 14/06/2022<br/>To 13/06/2023<br/>£</b> | <b>From 14/06/2022<br/>To 13/06/2023<br/>£</b> |
|---------------------------------------|-----------------------|--|--|
| UNSECURED CREDITORS                   |                       |  |  |
| (30,077.05)                           | Bank                  | NIL  | NIL  |
|                                       |                       | NIL  | NIL  |
| DISTRIBUTIONS                         |                       |  |  |
| (100.00)                              | Ordinary Shareholders | NIL  | NIL  |
|                                       |                       | NIL  | NIL  |
| <b>(30,177.05)</b>                    |                       | <b>NIL</b>                                     | <b>NIL</b>                                     |
| REPRESENTED BY                        |                       |  |  |
|                                       |                       |  | <b>NIL</b>                                     |

# Time Entry - SIP9 Time & Cost Summary

12150 - Total Car Solutions Limited  
Project Code: POST  
From: 14/06/2022 To: 13/06/2023

| Classification of Work Function    | Partner     | Manager      | Other Senior Professionals | Assistants & Support Staff | Total Hours  | Time Cost (£)   | Average Hourly Rate (£) |
|------------------------------------|-------------|--------------|----------------------------|----------------------------|--------------|-----------------|-------------------------|
| Administration & Planning          | 0.00        | 9.30         | 0.20                       | 1.30                       | 10.80        | 2,148.50        | 198.94                  |
| Case Specific Matters              | 0.00        | 0.10         | 0.00                       | 0.00                       | 0.10         | 24.00           | 240.00                  |
| Cashiering                         | 0.00        | 0.00         | 0.00                       | 0.10                       | 0.10         | 15.00           | 150.00                  |
| Creditors                          | 0.10        | 1.40         | 0.00                       | 0.10                       | 1.60         | 321.00          | 200.63                  |
| Investigations                     | 0.00        | 5.70         | 0.20                       | 6.30                       | 12.20        | 2,319.50        | 190.12                  |
| Realisation of Assets              | 0.00        | 0.00         | 0.00                       | 0.00                       | 0.00         | 0.00            | 0.00                    |
| Trading                            | 0.00        | 0.00         | 0.00                       | 0.00                       | 0.00         | 0.00            | 0.00                    |
| <b>Total Hours</b>                 | <b>0.10</b> | <b>16.50</b> | <b>0.40</b>                | <b>7.80</b>                | <b>24.80</b> | <b>4,828.00</b> | <b>194.68</b>           |
| <b>Total Fees Claimed</b>          |             |              |                            |                            |              | <b>0.00</b>     |                         |
| <b>Total Disbursements Claimed</b> |             |              |                            |                            |              | <b>0.00</b>     |                         |

# Time Entry - SIP9 Time & Cost Summary

## All Disbursements (Grouped By Analysis Code)

12150 - Total Car Solutions Limited  
Project Code: POST  
From: 14/06/2022 To: 13/06/2023

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 | Disbursement Category | Amount |
|---|-----------------------|--------|
| Insolvency Bond: (12 : )                  | Category 1            | 40.00  |
| Statutory Advertising: (13 : )            | Category 1            | 151.04 |
| IT Charge: (18 : )                        | Category 1            | 55.00  |
| Total                                     |                       | 246.04 |

**Total Car Solutions Limited - in liquidation****1 Introduction**

- 1.1 The current legislation allows fees to be charged in an insolvency matter in several ways. Either by charging for time properly spent, a percentage of realisations, a fixed fee, or a combination.
- 1.2 The basis of any fee approval in an insolvency matter is to be agreed by either a creditors committee, the general body of creditors, or where the creditors reject the office holders' fees, by the Court.

**2 Time cost basis**

- 2.1 When charging fees on a time cost basis we use staff with the appropriate skill level for the work to be performed.

**3 Charge-out rates**

| Grade            | Charge-out rates from 1 September 2020 to 31 March 2023<br>(£ per hour, charged in 6-minute units) | Charge-out rates up from 1 April 2023 (£ per hour, charged in 6-minute units) |
|------------------|--|---|
| Partner/Director | £240-325   | £375  |
| Senior Manager   | £200-260   | £260-290  |
| Manager          | £140-200   | £200-260  |
| Support Staff    | £100-140   | £100-185  |

- 3.1 The firms charge-out rates are reviewed periodically.

**4 Percentage basis**

- 4.1 Where an office holder is expecting to realise specific assets, the fee charged may be a percentage of a specific asset or the assets as a whole.
- 4.2 Once agreed, the percentage basis can only be increased where there has been a material and substantial change in the circumstances in the case. If this is not the case, any request for an increase can only be approved by the Court.

**5 Fixed fee**

- 5.1 An office holder may charge a fixed fee on either the case as a whole or for specific tasks to be undertaken.
- 5.2 Once agreed, the fixed fee can only be increased where there has been a material and substantial change in the circumstances in the case. If this is not the case, any request for an increase can only be approved by the Court.

**6 Agents' costs**

- 6.1 These are charged at cost based upon the charge(s) made by the agent instructed. The term 'agent' includes:
- Solicitors/legal fees

- Auctioneers/valuers
- Accountants
- Quantity surveyors
- Estate agents
- Other specialist advisors

## 7 Expenses

- 7.1 Expenses are any payments from the estate which are neither office holder's remuneration nor a distribution to a creditor or member. Expenses also includes disbursements.
- 7.2 Disbursements are payments which are first paid by the office holder and then reimbursed to the office holder from the estate.

### Category 1 expenses:

- 7.3 These are payments to those providing the service to which the expense relates who are not an associate of the office holder.

*Examples of category 1 expenses include agents costs as detailed above as well as items such as insurance, statutory advertising, external meeting room hire, external storage and specific bond.*

It is proposed that the following category 1 expenses will be incurred and paid from the estate:

| Supplier       | Reason for expense                 | Fee basis         | Estimated total fee £ | Paid to date £ |
|----------------|------------------------------------|-------------------|-----------------------|----------------|
| Marsh          | Insolvency bond                    | Graded fixed fee  | 40.00                 | 0.00           |
| London Gazette | Statutory Advertising              | Fixed fee         | 151.04                | 0.00           |
| DocuSoft       | IT Charges                         | Fixed fee         | 55.00                 | 0.00           |
| Postworks      | Printing and postage (third party) | Fixed fee         | 20.00                 | 0.00           |
| L & R Stoarge  | Storgae costs                      | Fixed fee per box | 50.00                 | 0.00           |

### Category 2 expenses:

- 7.4 These are payments to associates\* or payments which have an element of shared costs.

*\*Associates are defined as an entity with which the firm, office holder or staff member has a business or personal relationships with, perceived or actual.*

It is not anticipated that any category 2 expenses will be incurred and paid from the estate.

## 8 Subcontractors

- 8.1 Subcontractors are considered to undertake work that can be completed by the office holder or their staff. Subcontractors can be used where a matter requires specialist knowledge or where it is more cost effective to the estate for this to be completed by a third party.
- 8.2 Payments to subcontractors do not require specific approval and are treated as an expense of the estate, however I am required to provide this information to you.
- 8.3 It is not anticipated that the any subcontractors will be used on this assignment.