

# LIQ03

## Notice of progress report in voluntary winding up



Companies House

TUESDAY



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A08

31/08/2021

#148

COMPANIES HOUSE

For information, please  
contact guidance at  
0303 1234 567/companieshouse

### 1 Company details

Company number 6 9 2 2 7 0 3

Company name in full R2 ELECTRICAL INSTALLATIONS LTD

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

### 2 Liquidator's name

Full forename(s) EILEEN THERESA FRANCES

Surname SALE

### 3 Liquidator's address

Building name/number SALE SMITH & CO LIMITED

Street INDUCTA HOUSE

FRYERS ROAD

Post town BLOXWICH, WALSALL

County/Region WEST MIDLANDS

Postcode W S 2 7 L Z

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

<b>6</b>	<b>Period of progress report</b>															
From date	d	2	d	8	m	0	m	7	y	2	y	0	y	2	y	0
To date	d	2	d	7	m	0	m	7	y	2	y	0	y	2	y	1
<b>7</b>	<b>Progress report</b>															
<input checked="" type="checkbox"/> The progress report is attached																
<b>8</b>	<b>Sign and date</b>															
Liquidator's signature	Signature X <i>Green M. Sale</i> X															
Signature date	d	2	d	7	m	0	m	8	y	2	y	0	y	2	y	1

# LIQ03

## Notice of progress report in voluntary winding up



### Presenter information

You do not have to give any contact information, but if you do it will help Companies House if there is a query on the form. The contact information you give will be visible to searchers of the public record.

Contact name

Company name

Address

Post town

County/Region

Postcode

Country

DX

Telephone



### 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)

**R2 ELECTRICAL INSTALLATIONS LTD**  
**(IN CREDITORS VOLUNTARY LIQUIDATION)**

**SUMMARY OF THE LIQUIDATOR'S RECEIPTS AND PAYMENTS ACCOUNT**

As per Statement of Affairs		See Note	28th July 2020	Total
			to 27th July 2021	28th July 2016 to 27th July 2021
£	<u>RECEIPTS</u>		£	£
24,355	Director's Loan Account	(2)	-	-
<hr/>			<hr/>	
<u>£24,355</u>			<u>£Nil</u>	<u>£Nil</u>
	<u>PAYMENTS</u>			
<hr/>			<hr/>	
			<u>£Nil</u>	<u>£Nil</u>

Eileen T F Sale FIPA  
 Liquidator  
27th August 2021

**R2 ELECTRICAL INSTALLATIONS LTD**  
**(IN CREDITORS VOLUNTARY LIQUIDATION)**

**PROGRESS REPORT TO BE READ IN CONJUNCTION WITH THE LIQUIDATOR'S**  
**RECEIPTS AND PAYMENTS ACCOUNT TO 27TH JULY 2021**

1. Receipts & Payments Account: I enclose my fifth annual progress report to creditors together with a summary of my Receipts & Payments Account in this matter for the period 28th July 2020 to 27th July 2021 together with cumulative details of the transactions from 28th July 2016 to 27th July 2021. There have been no realisations in the winding up proceedings and all the statutory costs have been borne by this firm.
2. Director's Loan Account: As previously advised, this represents funds owed to the company by the former director in respect of his overdrawn directors' loan accounts, as disclosed in the company's books and records. Extensive correspondence has passed and meetings previously held with the former director, however, the matter is currently ongoing with the assistance of my legal advisors.
3. SIP 13 Disclosure: In accordance with Statement of Insolvency Practice 13 ("SIP 13"), the Office Holder is required to disclose to creditors the details of any asset sold by the Liquidator to connected parties.

I can confirm that there have been no such sales to connected parties during the course of my administration of the company's affairs.

4. Preferential Creditors: Crown Preference in relation to VAT and PAYE was abolished in 2003 and consequently, in the majority of cases, preferential creditors relate to certain liabilities in respect of unpaid wages, holiday pay and pension contributions.

Accordingly, there have been no preferential claims in this matter as disclosed in the director's Statement of Affairs.

5. Floating Charge Creditors: Section 176A of the Insolvency Act 1986 provides that, where the company has created a floating charge on or after 15 September 2003, the Liquidator must make a prescribed part of the company's net property available for the unsecured creditors.

The 'Prescribed Part' is a statutory amount, calculated as a percentage of net floating charge realisations, which entitles unsecured creditors to a share of realisations.

The Company has not granted a floating charge to any creditor after 15 September 2003 and consequently there will be no requirement to set aside a prescribed part in this Liquidation.

6. Non-Preferential Creditors: Certain creditors' claims remain outstanding, however, the following claims have been received to date: -

<u>Creditor</u>	<u>Per Statement of Affairs</u> £	<u>Claim Received</u> £
Trade & Expense	5,193	4,379.11
HM Revenue & Customs (PAYE/NIC/VAT)	56,997	69,694.52
Barclays Bank Plc	17,370	17,113.87
	<u>£79,560</u>	<u>£91,187.50</u>

Please note that these figures are indicative only and should not be used as the sole or principal basis for any bad debt provision or other purposes. Further non-preferential creditors' received claims may subsequently cause revision, increase and/or additional costs.

The Liquidator has collated and acknowledged (where requested) the claims of the ordinary unsecured creditors, however, the unsecured claims have not been formally adjudicated upon at the date of this Report.

7. Company Directors' Disqualification Act: In accordance with my statutory duty, appropriate Conduct Reports have been forwarded to the appropriate Government Department in respect of the directors' handling of the affairs of the company.
8. Investigative Matters: In accordance with the best practice directives of SIP 2 "Investigations by Office Holders in Administrations and Insolvent Liquidations" I have undertaken assessments to ascertain whether there are potential areas of recoveries for the estate or matters of public interest requiring further more detailed investigation. My assessments also took into account information provided by creditors and I can report my investigations have not revealed any issues requiring any further report.
9. Expenses and Disbursements: The expenses that have been incurred and not yet paid during the period are detailed on the attached schedule. Also included is a comparison of the cumulative expenses incurred during the Liquidation.

Creditors' approval is not required for necessary external expenses paid to independent third parties as disclosed. These expenses are recoverable in full from the estate without the prior approval of creditors either by a direct payment from the estate, or by a recharge of the amount invoiced by the third party. Payments made in respect of the above are defined as "Category 1 expenses".

In accordance with the revised provisions of Statement of Insolvency Practice 9 ("SIP9"), effective from 1st April 2021 in relation to all relevant insolvency cases.

Accordingly, even if officeholder's have already obtained approval for Category 2 expenses they will not be allowed to draw payment for them from the estate after 1 April 2021 under the revised SIP.

No Category 2 Expenses have been drawn by this firm after 1st April 2021.

10. Liquidator's Remuneration: At the first meeting of creditors a resolution was passed approving that my remuneration as Liquidator should be on a mixture of a percentage of realisations and my firm's time costs, and may be drawn on account as and when required.

The time costs for the year under review are £634.53, representing 3.90 hours at an average hourly rate of £162.70. The total time costs during the period of my appointment amount to £25,569.98 representing 111.00 hours at an average hourly rate of 230.36.

However, there are no funds available within this estate with which to discharge the costs to date of my firm for duties undertaken in any category of the classification of duties in connection with the winding-up proceedings to date. In this respect, it has not been necessary during the course of the liquidation to seek further approval to increase the estimates.

I am required to provide creditors with details relating to those time costs incurred during the period 28th July 2020 to 27th July 2021 and cumulative time costs analysis for the period 28th July 2016 to 27th July 2021. This is analysed on the attached schedule, together with a breakdown of my current charge-out rates. There has been no increase in the charge out rates during the Liquidation.

The Liquidator has not utilised the services of any sub-contractors on the administration of this case.

Further information about creditors' rights can be obtained by visiting the creditors' information micro-site by R3 at <http://www.creditorinsolvencyguide.co.uk/>. Also, a copy of the R3 guidelines in respect of Insolvency Practitioners' fees relating to relating to creditors' voluntary liquidations is available at the link <https://www.r3.org.uk/what-we-do/publications/professional/fees>. Please note that there are different versions of the Guidance Notes, and in respect of this case you should refer to the 2021 version. If you are unable to access or download the guide, a hard copy of this document can be obtained on request from this office free of charge.

11. 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 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 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.

12. Opting Out Provisions: Creditors also have the option of 'Opting Out' from the receipt of our documentation, whether physical or electronic, at any time, unless the Insolvency Act requires that we must communicate with you by statute. In the circumstances, should you wish to 'opt-out' of any future communication, please advise us accordingly.

Please note opting-out will not affect the creditor's entitlement to receive dividends should any be paid to creditors. There are also certain documents that opted-out creditors will continue to receive.

13. EC Regulations: The EC Regulation on Insolvency Proceedings 2000 ("the Regulations") apply to these proceedings. These are main proceedings as defined by Article 3 of the Regulations as the Company's centre of main interests and its registered office is located in England and Wales.
14. Code of Ethics: As an Insolvency Practitioner, I am bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment, as well as the regulations of my professional body. Further information can be found at <http://www.insolvency-practitioners.org.uk/regulation-and-guidance/ethics-code>. I can confirm that, prior to my appointment, a review of the ethical issues was undertaken, and no threats were identified.

To comply with the Provision of Services Regulations, some general information about Sale Smith & Co. Limited, including our complaints policy and Professional Indemnity Insurance, can be found at <https://www.sale-smith.co.uk/provisions-of-service-regulations.pdf>.

15. GDPR: When submitting details of your claim in the liquidation, you may disclose personal data to the Liquidator. The processing of personal data is regulated in the UK by the General Data Protection Regulation EU 2016/679 as supplemented by the Data Protection Act 2018, together with other laws which relate to privacy and electronic communications. The Liquidator act as Data Controller in respect of personal data they obtain in relation to this liquidation and therefore responsible for complying with Data Protection Law in respect of any personal data they process. The Liquidator's privacy notice, which can be found at <https://www.sale-smith.co.uk/privacy-cookies.php>, explains how they process your personal data. Terms used in this clause bear the same meanings as are ascribed to them in Data Protection Law.
16. Dividend Prospects: Without prejudice to the final outcome of the matters relating to the administration of the winding up proceedings and, based on information to date, the Liquidator considers there will be insufficient realisations to discharge in full all costs of the proceedings. In the circumstances, there is no likelihood of a distribution to any class of creditor in this matter.
17. Conclusion: Further reports will be forwarded in line with statutory provisions but in any intervening period, any creditor who may require further information regarding the content of this report, should not hesitate to contact the Liquidator.

Eileen T F Sale FIPA  
Liquidator  
27th August 2021



**R2 ELECTRICAL INSTALLATIONS LTD**  
**(IN CREDITORS VOLUNTARY LIQUIDATION)**

In accordance with Statement of Insolvency Practice 9 (SIP9) expenses are categorized as Category 1 (direct expenses) and Category 2 (indirect expenses) as follows: -

**Category 1 Expenses:**                      Summary of category 1 expenses incurred to 27th July 2021

Where there is specific expenditure relating to the administration of the insolvent's affairs and referable to payment to an independent third party, are treated as expense recoverable without prior approval of creditors. In this statement these are referred to as 'category 1 expense'.

Type and purpose	Amount incurred in reporting period (£)	Amount drawn in reporting period (£)	Total Expenses incurred to date (£)	Total Expenses drawn to date (£)
Statutory Advertising			470.62	
Insolvency Bond			189.00	
Meeting Room Hire			30.00	
Oath Fee			20.00	
Postage	6.04		48.28	
<b>Total</b>	<b>£6.04</b>	<b>£Nil</b>	<b>£757.90</b>	<b>£Nil</b>

**Statutory Advertising** – This represents the costs for the publishing of statutory advertising in the London Gazette in respect of the virtual meetings of the members and creditors, the notice of the appointment of the Liquidators and to creditors to submit their claims in the liquidation.

**Insolvency Bond** – this is insurance required by statute that every office holder has to obtain for the protection of each estate, with the premium based on the value of the company's assets, as required by the Insolvency Practitioners Regulations 2005.

**Category 2 Expenses**                      Summary of category 2 expenses incurred to 27th July 2021

Category 2 expense are expenses incurred by the firm and recharged to the estate. They are not attributed by an independent third party and are recoverable in full from the estate, subject to the basis of the expenses charge being approved by creditors in advance.

Type and purpose	Amount incurred in reporting period (£)	Amount drawn in reporting period (£)	Total Expenses incurred to date (£)	Total Expenses drawn to date (£)
Storage of Company Records (1box)	40.00		200.00	
Storage of Administration Records			60.00	
Travel Expenses			9.90	
Stationery & Printing	5.40		53.80	
<b>Total</b>	<b>£45.40</b>	<b>£Nil</b>	<b>£323.70</b>	<b>£Nil</b>

The storage of company's books and records are at the Insolvency Practitioner's own storage facility. The books and records will be stored in banker's boxes and a storage fee will be charged at the rate of £10 per box per quarter (13 weeks). 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 on the first anniversary of completion of the Insolvency administration.

Travelling by motor vehicle on business for the administration of the Insolvency will be charged to the estate per mile at the appropriate rate currently published by the "AA" for the type of vehicle and engine size used.

The storage of company's working papers is at the Insolvency Practitioner's own storage facility. The files will be stored in banker's boxes and a storage fee will be charged at the rate of £10 per annum. This charge covers the administration costs of archiving and retrieval of documents.

All circulars will be sent out by second class post and the actual postage cost will be charged as an expense to the estate. In respect of circulars, stationery is charged at 10p per copy paper.

**PLEASE NOTE:**

In accordance with the revised provisions of Statement of Insolvency Practice 9 ("SIP9"), which takes effect from 1st April 2021 relates to all relevant insolvency cases, i.e. including existing open cases, not only to new appointments from that date.

Therefore, even if officeholder's have already obtained approval for Category 2 expenses they will not be allowed to draw payment for them from the estate after 1 April 2021 under the revised SIP.

No Category 2 Expenses have been drawn by this firm after 1st April 2021.

**R2 ELECTRICAL INSTALLATIONS LTD**  
**(IN CREDITORS VOLUNTARY LIQUIDATION)**

**Summary of time spent for period 28th July 2016 to 27th July 2021**

Classification Of work	Partner	Case Manager	Senior Admin	Support Staff	Total Hours	Time Cost £	Average Rate £/h £
Administration And planning	2.50	6.00	5.00	5.20	18.70	3,571.15	190.97
Investigations	11.00	5.50	12.50		29.00	7,020.95	242.10
Realisation Of Assets	14.80		19.60		34.40	7,906.26	229.83
Trading							
Creditors	1.40		1.50	4.80	7.70	1,107.51	143.83
Case specific matters	18.80	1.00	18.10	2.00	39.90	9,535.26	238.98
Total hours	46.00	6.50	51.70	6.80	111.00	25,569.98	230.36
Total fees claimed						£Nil	-

**Chargeout rates: -**

Partner	£351.45
Case Manager	£260.00
Senior Administrators	£138.00
Support Staff/ Clerical	£85.10

**Classification of Duties**

**Brief Summary**

**Administration and planning**

Pre-appointment – initial advice on an informal basis,  
Interviews with director(s) in connection with instructions.  
Assistance with the preparation of the Statement of  
Affairs, preparation for first creditors' meetings

**Investigations**

Post-appointment – interviews with director(s). Reviewing  
books & records/ disqualification and investigation matters.  
Completing CDDA reports.

**Realisation of assets**

Identifying any known assets. Bank reconciliation/ receipts  
and payments account. Debt collection

**Trading**

N/A

**Creditors/ Employees**

Trade creditors correspondence and schedules, ERA matters,  
HMRC correspondence/ enquires.

**Case Specific**

Attendance at creditors/director(s) meetings, preparation of  
creditors' meeting reports. Statutory reporting/ returns.  
General case administration and dealing with  
correspondence.

**R2 ELECTRICAL INSTALLATIONS LTD  
(IN CREDITORS VOLUNTARY LIQUIDATION)**

**Summary of time spent for period 28th July 2020 to 27th July 2021**

Classification Of work	Partner	Case Manager	Senior Admin	Support Staff	Total Hours	Time Cost £	Average Rate £/h £
Administration And planning							
Investigations							
Realisation Of Assets	0.50		0.20		0.70	203.33	290.46
Trading							
Creditors				0.60	0.60	51.06	85.10
Case specific matters	0.10		2.50		2.60	380.14	146.21
Total hours	0.60		2.70	0.60	3.90	634.53	162.70
Total fees claimed						£Nil	-

**Chargeout rates: -**

Partner	£351.45
Case Manager	£260.00
Senior Administrators	£138.00
Support Staff/ Clerical	£85.10

**Classification of Duties**

**Brief Summary**

Administration and planning

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Realisation of assets

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N/A

Creditors/ Employees

Trade creditors correspondence and schedules, ERA matters,  
HMRC correspondence/ enquires.

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Attendance at creditors/director(s) meetings, preparation of  
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