

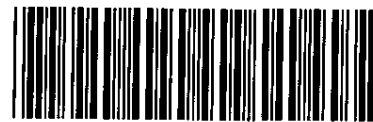
LIQ03

Notice of progress report in voluntary winding up



Companies House

TUESDAY



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A17

14/11/2017

#286

COMPANIES HOUSE

1 Company details

Company number 7 1 5 9 2 0 7
Company name in full Agouraheat and Plumbing Maintenance Ltd

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

2 Liquidator's name

Full forename(s) Alan
Surname Clifton

3 Liquidator's address

Building name/number PO Box 16114
Street
Post town Solihull
County/Region
Postcode
Country

4 Liquidator's name

Full forename(s)
Surname

● **Other liquidator**
Use this section to tell us about
another liquidator.

5 Liquidator's address

Building name/number
Street
Post town
County/Region
Postcode
Country

● **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	1	4	0	9	2	0	1	6
To date	1	3	0	9	2	0	1	7

7 Progress report

☒ The progress report is attached

8 Sign and date

Liquidator's signature

Signature

X

A. C. L.

X

Signature date

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**AGOURAHEAT AND PLUMBING MAINTENANCE LTD
(IN CREDITORS' VOLUNTARY LIQUIDATION)
PROGRESS REPORT
7 November 2017**

**AGOURAHEAT AND PLUMBING MAINTENANCE LTD
(IN CREDITORS' VOLUNTARY LIQUIDATION)**

LIQUIDATOR'S PROGRESS REPORT

7 November 2017

Content

- Executive Summary
- Administration and Planning
- Enquires and Investigations
- Realisation of Assets
- Creditors
- Fees and Expenses
- Creditors' Rights
- EC Regulations
- Conclusion

Appendices

- Appendix I - Statutory Information
- Appendix II – Receipts and Payments account for the period 14 September 2016 to 13 September 2017
- Appendix III - Detailed list of work undertaken in the period
- Appendix IV - Time cost information for period 14 September 2016 to 13 September 2017
- Appendix V - Time costs summary for period & cumulative
- Appendix VI - Expenses summary for period & cumulative

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PROGRESS REPORT
7 November 2017

EXECUTIVE SUMMARY

A summary of key information in this report is detailed below.

Assets

Asset	Estimated to realise per Statement of Affairs £	Realisations to date £	Anticipated future realisations £	Total anticipated realisations £
Book Debts	0.00	0.00	0.00	0.00
Cash at Bank	900.00	597.70	0.00	597.70
Director's Contribution	0.00	3,600.00	0.00	3,600.00
Sundry Refund	0.00	19.06	0.00	19.06
Total	14,603.43	4,216.76	0.00	4216.76

Expenses

Expense	Amount per fees and expenses estimates £	Expense incurred to date £	Anticipated further expense to closure £	Total anticipated expense £
Liquidator's fees	10,300.00	0.00	252.59	252.59
Document Management System		50.00	0.00	50.00
Meeting Room Cost		30.00	0.00	30.00
Postage		45.72	0.00	45.72
Statement of Affairs Fee		3,000.00	0.00	3,000.00
Statutory Advertising		253.80	0.00	253.80
Visionblue Accounting System		110.00	0.00	110.00
Bordereau		0.00	72.00	72.00
Mileage		0.00	169.00	169.00
Photocopying		0.00	58.65	58.65
Postal re-direction		0.00	175.00	175.00

Dividend prospects

Creditor class	Distribution / dividend paid to date £	Anticipated distribution / dividend, based upon the above £
Secured creditor	none	none
Preferential creditors	none	none
Unsecured creditors	none	none

Summary of key issues outstanding

- Clearance from HM Revenue & Customs to proceed to closure of the liquidation.

Closure

Based on current information, it is anticipated that the liquidation will be concluded within the next four months.

ADMINISTRATION AND PLANNING

Statutory information

Statutory information may be found at Appendix I.

The Liquidator is 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 high professional standards. A detailed list of these tasks may be found in Appendix IV.

Reporting

The Liquidator has met his statutory and regulatory duties to report to creditors, as listed below. In consideration of the need for transparency and engagement with creditors, care has been taken to ensure that reports and other communications with creditors have provided useful details of the strategies pursued and the outcomes anticipated. During the Review Period, the following key documents have been issued:

- The report presented to the S98 meeting of creditors;
- This progress report;

Other administration tasks

During the Review Period, the following material tasks in this category were carried out:

- Case reviews etc.

ENQUIRES AND INVESTIGATIONS

During the Review Period, the Liquidator 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 questionnaires; 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 information gleaned from this process enabled the Liquidator to meet their statutory duty to submit a confidential report on the conduct of the directors (past and present) to the Insolvency Service.

This work was also 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 initial assessment revealed matters that the Liquidator considered merited further investigation, in particular, the involvement of the director's ex-husband. Several cash withdrawals were made which were unauthorised and attributed to Carl Broadbent. However, after discussing a possible action against Mr Broadbent it was decided to not to continue on commercial grounds. The liquidator was without funding and Mr Broadbent had moved abroad.

Although this work did not generate any financial benefit to creditors, it was necessary to meet the statutory duties as well as conduct appropriate enquiries and investigations into potential rights of action to enhance realisations.

REALISATION OF ASSETS

Detailed below is key information about asset realisation and strategy, however, more details about the work undertaken may be found at Appendix III. The Liquidator formulated and worked through a realisation strategy that sought to maximise realisations net of costs. The financial benefit of those efforts is described further below.

Book Debts

The realisable value given to book debts in the statement of affairs of £nil takes into account known bad debts and disputes. The liquidator carried out an investigation as to why debtors with a book value of £17,448 was estimated to realise nothing. After writing to the outstanding debtors, the majority of which were Housing Associations it became clear the work carried out by the company was not of an acceptable quality, had not been carried out or related to maintenance contracts the Company could not fulfil. It was also established the Company's books and records were not sufficient and several debts had been paid but had not been recorded by the Company.

No debtors were or will be recovered.

Cash at Bank

The Company's bank account was closed and £597.70 recovered. This was less than the £900 estimated to be realised due to withdrawals made shortly prior to the winding-up.

Sundry Refund

A refund of £19.06 was received from Royal Mail in respect of a credit on the franking machine.

CREDITORS

Irrespective of whether sufficient realisations are achieved to pay a dividend to creditors, the Liquidator has had to carry out key tasks which are detailed in the list at Appendix III. The following sections explain the anticipated outcomes to creditors and any distributions paid.

Secured creditors

The Company has not granted any charges over its assets.

Preferential creditors

No preferential creditors' claims were received.

Unsecured creditors

HMRC was shown to be owed £6,441. A claim of £40,830 has been received.

The trade and expense creditors as per the statement of affairs totalled £13,574. In order to minimise the costs associated with any insolvency procedure it is Empirical Insolvency LLP's policy only to agree the claims on unsecured creditors in the event that a distribution is declared. Accordingly, I confirm that I have not agreed any of the claims of the unsecured creditors.

Dividend prospects

No distribution will be made to unsecured creditors.

Where a floating charge is created after 15 September 2003 a prescribed part of the company's net property shall be made available to unsecured creditors.

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

FEES AND EXPENSES

Fixed fee agreed with the Directors and ratified by members and creditors.

The creditors authorised the fee of £3,000 for assisting the directors in calling the relevant meetings and with preparing the Statement of Affairs on 14 September 2016.

The fee for assisting with the Statement of Affairs and meetings was paid from first realisations on appointment and is shown in the enclosed receipts and payments account.

The Liquidator's fees

All work is carried out by the firm's partners, however, in the absence of more junior members of staff, it is the firm's policy to ensure that work is conducted at varying rates, as appropriate, depending on the task undertaken.

The basis of the Liquidator fees was approved by creditors on 14 September 2016 in accordance with the following resolution:

That the Liquidator's remuneration be fixed by reference to the fees estimate provided at the meeting, with authority to draw fees generally on account, as and when funds become available.

The time costs for the period 14 September 2016 to 13 September 2017 total £4,069.00, representing 31.60 hours at an average hourly rate of £128.77. The time costs for the period are detailed at Appendix IV.

Having regard for the costs that are likely to be incurred in bringing this Liquidation to a close, the Liquidator considers that:

- the original fees estimate is unlikely to be exceeded; and
- the original expenses estimate has been exceeded.

Disbursements

The disbursements that have been incurred and not yet paid during the period are detailed on Appendix VI.

The category 1 disbursements paid for in the period 14 September 2016 to 13 September 2017 total £489.52 are detailed at Appendix II and represent the simple reimbursement of actual out of pocket payments made in relation to the assignment.

The category 2 disbursements paid for in the period 14 September 2016 to 13 September 2017 total Nil and these may include an element of overhead charges in accordance with the resolution passed by creditors at a meeting held on 14 September 2016. The basis of calculation of this category of disbursement was disclosed to creditors prior to the resolution being passed.

Information about this insolvency process may be found on the R3 website at <http://www.creditorinsolvencyguide.co.uk/>. A copy of 'A Creditors' Guide to Fees' together with the firm's charge-out rate and disbursement policy may be obtained on request.

Other professional costs

No other professionals have been used on this assignment.

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.

EC REGULATIONS (WHETHER PROCEEDINGS ARE MAIN PROCEEDINGS OR TERRITORIAL)

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The Company's centre of main interest was in Redditch, West Midlands and therefore it is considered that the EC Regulations will apply. These proceedings are main proceedings as defined in Article 3 of the EC Regulation.

CONCLUSION

The administration of the case will be continuing to closure over the next two months.

If you require any further information, please contact this office.

Appendix I

Statutory Information

Company Name	Agouraheat and Plumbing Maintenance Ltd
Former Trading Name	-
Company Number	7159207
Registered Office	122 Widney Road, Bentley Heath, Solihull, B93 9BL
Former Registered Office	Britten House, Britten Street, Redditch B97 6HD
Officeholders	Alan Clifton
Officeholders address	PO Box 16114, Solihull, B93 3GS
Date of appointment	14/09/2016
Changes to Officeholder	none

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Appendix II

Receipts and Payments account for the period 14 September 2016 to 13 September 2017

S. of A.		14/09/16 To 13/09/17	From 14/09/16 To 13/09/17
ASSET REALISATIONS			
NIL	Book Debts	NIL	NIL
900.00	Cash at Bank	597.70	597.70
	Director' Contribution	3,600.00	3,600.00
	Sundry Refund	19.06	19.06
		<u>4,216.76</u>	<u>4,216.76</u>
COST OF REALISATIONS			
	Document Management System	(50.00)	(50.00)
	Statement of Affairs Fee	(3,000.00)	(3,000.00)
	Statutory Advertising	(253.80)	(253.80)
	Visionblue Accounting System	(110.00)	(110.00)
	Meeting Room Cost	(30.00)	(30.00)
	Postage	(45.72)	(45.72)
		<u>(3,489.52)</u>	<u>(3,489.52)</u>
PREFERENTIAL CREDITORS			
	Employee	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
UNSECURED CREDITORS			
	Employee	NIL	NIL
(6,440.96)	HM Revenue & Customs	NIL	NIL
(13,573.79)	Trade Creditor	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
		<u>727.24</u>	<u>727.24</u>
REPRESENTED BY			
	Vat Receivable		666.76
	Agouraheat & Plumbing Maintenance Ltd (In Liquidation)		60.48
			<u>727.24</u>

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Appendix III

Detailed list of work undertaken for Agouraheat and Plumbing Maintenance Ltd Limited in Creditors' Voluntary Liquidation for the review period 14 September 2016 to 13 September 2017

Below is detailed information about the tasks undertaken by the Liquidator.

General Description	Includes
Statutory and General Administration	
Statutory/advertising	Filing of documents to meet statutory requirements including annual receipts and payments accounts Annual corporation tax returns VAT returns Advertising in accordance with statutory requirements Bonding the case for the value of the assets
Document maintenance/file review/checklist	Filing of documents Periodic file reviews documenting strategy 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
Bank account administration	Preparing correspondence opening and closing accounts Requesting bank statements Bank account reconciliations Maintenance of the estate cash book
Planning / Review	Recording strategies to be pursued
Books and records / storage	Dealing with records in storage Filing
Pension scheme	Identifying whether there is a pension scheme
Reports	Circulating initial report to creditors upon appointment Preparing annual progress report, investigation, meeting and general reports to creditors
Meeting of Creditors	Preparation of meeting notices, proxies/voting forms and advertisements notice of meeting to all known creditors Collate and examine proofs and proxies/votes to decide on resolutions 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 meeting Issuing notice of result of meeting.
Closure	Review case to ensure all matters have been finalised
Investigations	
SIP 2 Review	Collection 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 company's books and records Preparation of deficiency statement
Statutory reporting on conduct of director(s)	Preparing statutory investigation reports Liaising with Insolvency Service Submission of report with the Insolvency Service
Realisation of Assets	
Debtors	Collecting supporting documentation Correspondence with debtors Reviewing and assessing debtors' ledgers

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General Description	Includes
Creditors and Distributions	
Creditor Communication	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via facsimile, email and post
Dealing with proofs of debt	Receipting and filing POD when not related to a dividend

Current Charge-out Rates for the firm

Time charging policy

Support staff do not charge their time to each case.

Support staff include cashier, secretarial and administration support.

The minimum unit of time recorded is 6 minutes.

Staff	Charge out rates £
Insolvency Practitioner/Partners	275 - 370
Manager	205 - 270
Senior Administrator	155 - 200
Administrator	100 - 150

AGOURAHEAT AND PLUMBING MAINTENANCE LTD
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Appendix IV

Time cost information for period 14 September 2016 to 13 September 2017

**Liquidator's Remuneration and Disbursements Schedule
Between 14 September 2016 and 13 September 2017**

Classification of work function	Partner/ Director	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost	Average Hourly Rate
Administration & Planning	1.70	0.00	0.10	18.40	20.20	2,701.00	133.71
Investigations	0.00	0.00	0.00	1.90	1.90	228.00	120.00
Realisation of Assets	0.00	0.00	0.00	5.20	5.20	624.00	120.00
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors	0.00	0.00	0.00	4.30	4.30	516.00	120.00
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total hours	1.70	0.00	0.10	29.80	31.60		
Time costs	476.00	0.00	17.00	3,576.00		4,069.00	
Average hourly rate	280.00	0.00	170.00	120.00			128.77

Disbursements

Category 1	Total Incurred £	Total Recovered £
Postal Redirection	175.00	0.00
Docuplex – Document Management Software	50.00	50.00
Statutory Advertising	253.80	253.80
Specific Bond	72.00	0.00
Postage	45.72	45.72
Visionblue Accounting System	110.00	110.00
Meeting Room Hire	30.00	30.00
Totals	736.52	489.52
Category 2		
Mileage	169.00	0.00
Photocopying	58.65	0.00
Totals	227.65	0.00

Summary of Liquidator's Fees

Total time spent in administering the Assignment	Hours
Total value of time spent	£ 31.60
Total fees charged to date	£ 4,069.00
	£ 0.00

Appendix V

Time costs summary for period & cumulative

Work category	Actual time costs incurred during the Review Period			Total time costs incurred to date		
	Number of hours	Average hourly rate £ per hour	Total time costs £	Number of hours	Average hourly rate £ per hour	Total time costs £
Administration (including statutory reporting)	20.20	133.71	2,701.00	20.20	133.71	2,701.00
Realisation of assets	5.20	120.00	624.00	5.20	120.00	624.00
Creditors (claims and distribution)	4.30	120.00	516.0	4.30	120.00	516.00
Investigations	1.90	120.00	228.00	1.90	120.00	228.00

AGOURAHEAT AND PLUMBING MAINTENANCE LTD
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Appendix VI

Expenses summary for period & cumulative

Expenses	Actual expenses incurred in the Review Period £	Actual expenses incurred to date £	Actual Expenses recovered to date £
Category 1 Expenses			
Advertising	253.80	253.80	253.80
Bonding	72.00	72.00	0.00
Meeting Room Hire	30.00	30.00	30.00
Postage	45.72	45.72	45.72
Postal Re-Direction	175.00	175.00	0.00
Valorbus Accounting System	110.00	110.00	110.00
Docuplex – Document Management Software	50.00	50.00	50.00
Category 2 Expenses			
Photocopying	58.65	58.65	0.00
Mileage	169.00	169.00	0.00

LIQ03

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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.

Alan Clifton

Empirical Insolvency LLP

PO Box 16114

Solihull

Postcode

B 9 3 3 G S

DX

01564 775334



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