

# 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 7 2 1 2 2 5 9

Company name in full Interior Sales And Marketing Limited

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

### 2 Liquidator's name

Full forename(s) Laura Anne

Surname Walshe

### 3 Liquidator's address

Building name/number Gill House

Street 140 Holyhead Road

Post town Birmingham

County/Region West Midlands

Postcode B 2 1 0 A F

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	d	2	d	8	m	0	m	2	y	2	y	0	y	2	y	3	
To date	d	2	d	7	m	0	m	2	y	2	y	0	y	2	y	4	
7	Progress report																
	<input checked="" type="checkbox"/> The progress report is attached																
8	Sign and date																
Liquidator's signature	Signature																
	<div>X</div> <div><i>Paula M. J.</i></div> <div>X</div>																
Signature date	d	1	d	7	m	0	m	4	y	2	y	0	y	2	y	4	

# 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 Laura Anne Walshe

Company name Keywood Group Limited

Address Gill House

140 Holyhead Road

Post town

County/Region West Midlands

Postcode

B 2 1 0 A F

Country

DX

Telephone

0121 201 0399



### 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)

**Interior Sales And Marketing Limited**  
**(In Liquidation)**  
**Liquidator's Summary of Receipts & Payments**

Statement of Affairs £		From 28/02/2023 To 27/02/2024 £	From 28/02/2023 To 27/02/2024 £
40,600.00	ASSET REALISATIONS		
	Cash at Bank	40,600.09	40,600.09
		40,600.09	40,600.09
	COST OF REALISATIONS		
	Bordereau Premium	410.00	410.00
	Office Holders Fees	27,440.00	27,440.00
	Postage	33.22	33.22
	Preparation of S. of A.	10,000.00	10,000.00
	Statutory Advertising	292.50	292.50
		(38,175.72)	(38,175.72)
(111,106.00)	UNSECURED CREDITORS		
	Trade & Expense Creditors	NIL	NIL
		NIL	NIL
(100.00)	DISTRIBUTIONS		
	Ordinary Shareholders	NIL	NIL
		NIL	NIL
<b>(70,606.00)</b>		<b>2,424.37</b>	<b>2,424.37</b>
	REPRESENTED BY		
	Bank 1 Current		1,569.57
	Vat Receivable		854.80
			<b>2,424.37</b>



Laura Anne Walshe  
Liquidator

**ANNUAL PROGRESS REPORT**

**INTERIOR SALES AND MARKETING LIMITED**

**(IN CREDITORS' VOLUNTARY LIQUIDATION)**

ANNUAL PROGRESS REPORT OF INTERIOR SALES AND MARKETING LIMITED  
- IN CREDITORS' VOLUNTARY LIQUIDATION

**Content**

1. Introduction
2. Executive Summary
3. Administration and Planning
4. Investigations
5. Assets
6. Creditors
7. Ethics
8. Fees and Expenses
9. Creditors' Rights
10. Data Protection
11. Conclusion

**Appendices**

- I. Statutory Information
- II. Summary of Work Undertaken
- III. Receipts and Payments account for the period 28/02/2023 to 27/02/2024
- IV. Time cost information for period 28/02/2023 to 27/02/2024
- V. Detailed SIP9 Time & Cost Summary for the period, as compared to the original fee estimate
- VI. Notice of Intended Dividend
- VII. Proof of Debt Form
- VIII. Information on Opting Out

ANNUAL PROGRESS REPORT OF INTERIOR SALES AND MARKETING LIMITED  
- IN CREDITORS' VOLUNTARY LIQUIDATION

**1. INTRODUCTION**

- 1.1 I, Laura Anne Walshe of Keywood Group Limited was appointed as Liquidator of Interior Sales and Marketing Limited ("the Company") on **28 February 2023**. My role as liquidator is to realise Company assets and if sufficient funds are received, to agree creditors' claims and distribute the proceeds in accordance with their legal priorities.
- 1.2 This report covers the period 28 February 2023 to 27 February 2024 ("the review period").

**2. EXECUTIVE SUMMARY**

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

**2.2 Assets**

Asset	ETR as per Statement of Affairs	Actual realisations to date	Anticipated future realisations	Total anticipated realisations
Cash at Bank	40,600.00	40,600.09	Nil	40,600.09

**2.3 Expenses**

Expense	Amount as per Expense Estimate	Expense incurred to date	Anticipated expenses to closure	Total anticipated expense
Preparation of SOA	10,000.00	10,000.00	Nil	10,000.00
Office Holder Fees	27,440.00	27,440.00	7,740.00	35,180.00
Statutory Advertising	374.00	292.50	108.20	400.70
Bordereau	330.00	410.00	Nil	410.00
Postage	60.96	34.38	17.64	52.02

**2.4 Dividend Prospects**

Creditor class	Distribution paid to date P/£	Total Anticipated distribution P/£
Secured creditor	N/A	N/A
Preferential creditors	N/A	N/A
Secondary Preferential creditors	Nil	2.32
Unsecured creditors	Nil	Nil

**Summary of key issues outstanding and closure**

- 2.5 The final administration of the liquidation is ongoing and matters referred to within this report will be progressed to conclusion at the earliest opportunity. Based on current information it is anticipated that the liquidation will be concluded within the next 3-6 months. Further information will be provided to all known creditors within my final report, to be circulated in due course.

### **3. ADMINISTRATION AND PLANNING**

- 3.1 Please note that a summary of statutory information may be found at **Appendix I**.
- 3.2 As Liquidator, I am required to comply with many statutory and regulatory obligations. Whilst a number 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 summary of the work undertaken within the period under review may be found at **Appendix II**.
- 3.3 I have complied with my statutory and regulatory duties to report to creditors, to date. 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.

### **4. ENQUIRIES AND INVESTIGATIONS**

- 4.1 During the review period, I have 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, making enquiries of the former accountant and the company's bankers, seeking information from the Company creditors, and reviewing the information received.
- 4.2 The information gathered from this process has enabled me to meet my statutory duty to submit a confidential report to The Insolvency Service on the conduct of those persons who had been appointed as a director, or were a shadow director of the company, within the three-year period prior to the commencement of the liquidation.
- 4.3 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.
- 4.4 This initial assessment revealed some transactions which did merit further consideration and therefore additional enquiries were made. Mr Graham Tomkins ("the Director") provided further explanations, and evidence in support of the explanations provided. Information was also obtained from the Company's bankers. At this stage, no further action is required and the liquidation will be concluded at the earliest opportunity. I will notify The Insolvency Service of my intention to conclude this matter and await their confirmation that there is no objection to this proposed course of action.

### **5. REALISATION OF ASSETS**

Detailed below is key information about asset realisations and the strategy which was adopted to maximise net realisations, for the benefit of the estate. The financial benefit which has been derived from this work is also outlined below and a summary of my Receipts and Payments can be found at **Appendix III**.



ANNUAL PROGRESS REPORT OF INTERIOR SALES AND MARKETING LIMITED  
- IN CREDITORS' VOLUNTARY LIQUIDATION

**Cash at Bank**

- 5.1 At the outset, it was disclosed that the Company had available funds at bank, and the sum of £40,600.09 was remitted to Keywood Group Limited, in full. No further realisations will be made in this regard.

**6. CREDITORS**

Irrespective of whether sufficient realisations are achieved to pay a dividend to creditors, I have had to carry out key tasks which are detailed at **Appendix II**. The following sections explain the anticipated outcomes to creditors and any distributions paid.

**Secured creditors**

- 6.1 The Company has not granted any charges over its assets.

**Preferential creditors**

- 6.2 Preferential creditor claims may consist of employee claims for arrears of wages and accrued holiday pay, and unpaid occupational pension scheme contributions, subject to statutory limits where applicable. It was anticipated that no preferential claims would arise, and none have been received.
- 6.3 It should be noted that where the Company (as an employer) is associated with a Defined Contribution scheme, the scheme is not eligible for entry into the PPF under section 126(1) of the Pensions Act 2004 and will not be investigated any further. In this matter, the Company did not operate a pension scheme. This position has been confirmed by reference to the Pension Protection Fund notification service.

**Secondary preferential creditors**

- 6.4 The Finance Bill 2020 gave preference to certain debts outstanding to HM Revenue & Customs ("HMRC") in the event of an insolvency procedure commencing after 1 December 2020. This legislative change means that HMRC are paid ahead of creditors holding a qualifying floating charge, and ahead of non-preferential creditors. In this matter, the company has no known outstanding liabilities in this respect, and none have been received.

**Unsecured creditors**

- 6.5 As per the statement of affairs unsecured (non-preferential) creditors totalled £111,106.00. To date, a claim has been received from 1 creditor in the sum of £98,647.02. It is noted that this claim relates to an international creditor, and their claim has been submitted in the sum of USD 119,309.04.
- 6.6 In accordance with Rule 14.21 of The Insolvency Rules 2016 ("IR16"), the office holder must convert the debt into Sterling, by reference to the exchange rates on the relevant date, which has been determined as the date of the Liquidator's appointment. The exchange rate at the close of business on 28 February 2023 was 1.00USD / 1.20GBP.

ANNUAL PROGRESS REPORT OF INTERIOR SALES AND MARKETING LIMITED  
- IN CREDITORS' VOLUNTARY LIQUIDATION

**Dividend prospects**

- 6.7 It is anticipated that there will be sufficient realisations to enable a dividend return to the unsecured creditors of approximately 2 pence in the £, however, the precise sum is uncertain at present. Enclosed at **Appendix VI** is a Notice of Intended Dividend pursuant to Rule 14.29 of the Insolvency (England & Wales) Rules 2016 ("the IR 2016") that I intend to declare a first and final dividend to the unsecured creditors of the Company within two months of the last date for proving, set out within the attached notice.
- 6.8 It should be noted 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. Here, the Company has not granted a floating charge to any creditor after 15 September 2003

**7. ETHICS**

Please also be advised that the Liquidator is bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment.

**General ethical considerations**

- 7.1 Prior to the Liquidator's appointment, a review of ethical issues was undertaken. It was noted that Keywood Group Limited ("the firm") had a prior relationship with the director because DNA Home Improvements (Cheshire) Limited, a connected company, was placed into Creditors Voluntary Liquidation on 18 March 2021, and at the time of the Liquidation, Mr Graham Tomkins had been a director of DNA Home Improvements (Cheshire) Limited within the three-year period leading up to the commencement of liquidation. A review of ethical issues was undertaken and no threats to the Insolvency Code of Ethics have been identified. This has remained subject to review to enable safeguards to be put into place to mitigate any potential threat. During the review period, no threats to compliance with the Code of Ethics have been identified.

**Specialist Advice and Services**

- 7.2 When instructing third parties to provide specialist advice and services or having the specialist services provided by the firm, the Liquidator is obligated to ensure that such advice or work is warranted and that the advice or work contracted reflects the best value and service for the work undertaken. The firm reviews annually the specialists available to provide services within each specialist area and the cost of those services to ensure best value. The specialists chosen usually have knowledge specific to the insolvency industry and, where relevant, to matters specific to this insolvency appointment.

**8. FEES AND EXPENSES**

**Pre-Appointment Costs (Paid by the Company, and ratified by creditors on appointment)**

- 8.1 The sum of £10,000.00 + VAT was paid by the Company prior to the winding-up resolution towards the Statement of Affairs fee payable to Keywood Group Ltd, which was agreed by creditors on 28 February 2023. Information relating to this fee and the work undertaken was previously disclosed to creditors but further information can be provided upon request.

ANNUAL PROGRESS REPORT OF INTERIOR SALES AND MARKETING LIMITED  
- IN CREDITORS' VOLUNTARY LIQUIDATION

**The Liquidator's Remuneration**

- 8.2 It is this firm's practice to ensure that work is conducted by the appropriate staff member at the appropriate level of experience. It is common for a junior member of staff deal with the day-to-day case administration and for the Insolvency Practitioner to deal with any complex issues, and to oversee the work undertaken generally. Where the issues are contentious the work will be closely supervised or undertaken by the Insolvency Practitioner.
- 8.3 In accordance with the current insolvency legislation, it is for the committee to fix the basis of this remuneration and expenses, and if it fails to do so (or if there is no committee) the basis of remuneration will be fixed by the creditors via a separate decision procedure or by the Court.
- 8.4 In this case, there is no committee and therefore the following decisions were taken by the creditors, on **28 February 2023** ("the decision date"):
- That the Liquidator be authorised to draw remuneration (fees) on the basis of time properly spent in attending to matters in the winding up, subject to the fee estimate totalling £27,440 + VAT; and
  - That the Liquidator be authorised to draw Category 2 expenses.
- 8.5 The total time costs incurred during the period from 28 February 2023 to 27 February 2024 amounts to £27,495.00 representing 97.35 hours at an average hourly rate of £282.43. The time costs for the period are detailed at **Appendix IV** and a comparison between the original estimate and time costs to date is given at **Appendix V**. The sum of £27,440.00 + VAT has been drawn, in full, against these time charges.
- 8.6 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 likely to be exceeded; and
  - the original expenses estimate is likely to be exceeded by a nominal sum.
- 8.7 Additional time has been spent attending to matters identified following my initial assessment detailed in section 4 of this report, included but not limited to obtaining relevant documentation from the Director, and other sources. In addition, time has been spent liaising with HMRC on matters relating to VAT refunds, and the processing of claims. As there will be no future realisations, I am not seeking approval to fees exceeding the original fee estimate, at this stage. However, it is noted that further time charges will be incurred, and I reserve the right to review this position should the circumstances change.

**The Liquidator's Expenses and Disbursements**

- 8.8 Expenses are any payments from the estate which are neither an office holder's remuneration nor a distribution to a creditor or member and includes disbursements. Disbursements are payments which are first met by the office holder, and then reimbursed to the office holder from the estate.
- 8.9 Such expenses are divided into those that do not need approval before they are charged to the estate (category 1) and those that do (category 2). The category 1 disbursements paid for

ANNUAL PROGRESS REPORT OF INTERIOR SALES AND MARKETING LIMITED  
- IN CREDITORS' VOLUNTARY LIQUIDATION

in the during the review period total £735.72 and are shown on the enclosed Receipts and Payments account. No category 2 disbursements have been paid during the review period. The calculation basis of such disbursements was disclosed to creditors prior to their approval on 28 February 2023, and are also shown on the enclosed Receipts and Payments account.

- 8.10 A copy of "A Creditor's Guide to Liquidator's Fees" is available to download at:

<https://www.r3.org.uk/technical-library/england-wales/technical-guidance/fees/>

Should you require a paper copy, please send your request in writing and a copy will be provided at no cost. Further information on the insolvency process may be found on the R3 Creditors website:

[www.r3.org.uk/technical-library/england-wales/technical-guidance/creditor-guides/](http://www.r3.org.uk/technical-library/england-wales/technical-guidance/creditor-guides/)

**9. CREDITORS' RIGHTS**


- 9.1 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
- 9.2 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.

**10. DATA PROTECTION**

- 10.1 Any personal data held by Keywood Group Limited will be processed only as necessary in accordance with the requirements of current data protection legislation. A privacy notice can be viewed at <https://www.keywoodgroup.co.uk/privacy-policy/> which contains details on how we may use, process and store personal data.

**11. CONCLUSION**

- 11.1 The administration of the case is continuing to finalise outstanding matters. Steps will be taken to conclude the liquidation as soon as possible. If there are any queries relating to this matter or the content of this report, please contact this office.

Signed   
\_\_\_\_\_  
Laura Anne Walshe  
Liquidator

Dated 17 April 2024

ANNUAL PROGRESS REPORT OF INTERIOR SALES AND MARKETING LIMITED  
- IN CREDITORS' VOLUNTARY LIQUIDATION

**Appendix I**

**Statutory Information**

<b>Company Name</b>	Interior Sales And Marketing Limited
<b>Company Number</b>	07212259
<b>Registered Office</b>	Gill House, 140 Holyhead Road Birmingham West Midlands B21 0AF
<b>Former Registered Office</b>	Ideal House Lower Walsall Street Wolverhampton West Midlands WV1 2ES
<b>Office holders</b>	Laura Anne Walshe
<b>Office holders' address</b>	Keywood Group Limited, Gill House, 140 Holyhead Road Birmingham West Midlands B21 0AF
<b>Date of appointment</b>	28 February 2023

**Detailed list of work undertaken and yet to be undertaken for Interior Sales and Marketing Limited**

Below is detailed information about the tasks undertaken by the Liquidator, and those yet to be undertaken by the Liquidator. Whilst a number 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. Further information as to the work which will be done and why it is necessary is provided within my report.

General Description	Includes
<b>Statutory and General Administration</b>	
<b>Statutory notices and advertising</b>	Preparation and submission of forms to Companies House to meet statutory requirements upon appointment. Preparation and submission of statutory adverts for advertisement in The London Gazette and any other publication (as necessary). Preparation and submission of VAT forms and returns to HMRC as necessary on appointment and on a case-by-case basis thereafter. Calculation and bordereau submission for the case, and notifying the insurer of increases, as required.
<b>Document maintenance/file review/checklist</b>	Undertaking periodic file reviews and documenting case strategy, and tasks remaining to be done. Undertaking periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards. Maintenance of case diaries, case filing, and checklists as may be appropriate on a case-by-case basis.
<b>Bank account administration</b>	Liaising with banks on the opening of an IP case account, updating this bank information onto IPS. Reconciling receipts and payments into the estate account upon the transaction having cleared. Correspondence with the IP bank, and other third parties as regards specific transfers and giving verbal authority as required. Dealing with remittances and the payment of estate costs via BACS or cheque as may be necessary.
<b>Planning / Review</b>	Discussions with team members and third parties regarding case strategy and matters to be pursued. Discussions with team members and independent advisers to consider practical, technical and legal aspects of the case. Discussions with third parties on case specific matters, in particular with representatives of HMRC.
<b>Pension scheme</b>	Making enquiries of the Director and other sources in order to identify whether there is a pension scheme. Submitting statutory notices to various parties if a pension scheme is identified (where applicable). Liaising and providing information to be able to finalise winding up the pension scheme (where applicable).
<b>Reports / Decisions</b>	Preparation of an annual report to creditors, and accompanying schedules of information. Preparation of decision procedure notices, voting forms and other documents as required.

ANNUAL PROGRESS REPORT OF INTERIOR SALES AND MARKETING LIMITED  
- IN CREDITORS' VOLUNTARY LIQUIDATION

General Description	Includes
	Preparation of decision procedure records, collating correspondence votes Collating and examining proofs and voting forms for use in relation to decision procedures.
<b>Closure</b>	Periodically reviewing the case to identify whether the case can be closed. If not, identifying what remains to be done before the case can be closed. Periodically reviewing whether tax clearance can be obtained from HMRC, and dealing with the submission of any final returns.
<b>Investigations</b>	
SIP 2 Review	Issuing correspondence to the Director / former Director(s) for the collection and schedule of books and records. Issuing correspondence to the Director / former Director(s) for the completion of a standard CDDA Questionnaire. Issuing correspondence to various third parties as may be required to obtain information on the company's dealings. Reviewing completed questionnaires (from company creditors and directors) and identifying matters requiring further attention. Reviewing the company's bank statement and preparing schedules in relation to receipts and payments. Reviewing specific transactions on a case-by-case basis and liaising with director(s) and other third parties, as required.
Statutory reporting on conduct of director(s)	Preparing and submission of the conduct report to be submitted via the DCRS. Liaising with Insolvency Service as may be required in relation to the findings submitted and any other information which arises. Liaising with the Insolvency Service as subsequently required and providing information upon request.
<b>Realisation of Assets</b>	
Cash at Bank	Reviewing the Statement of Affairs to establish the balance due to the insolvent estate. Liaising with the company's bank and other third parties regarding remittance of the credit balance. Reviewing the closing statement and reconciling this to the estate records.
Antecedent Transactions	Reviewing the Statement of Affairs to identify director loans or any other associated debts requiring collection, or potential claims. Where applicable, correspondence with the director regarding sums due to the company. Reviewing transactions to establish any movement on directors' loans since the last set of filed accounts, to the liquidation. Dealing with queries, including communication with the director, their representative and other third parties
Insurance	Identification of potential issues requiring attention of insurance specialists. Correspondence with IP insurer regarding initial and ongoing insurance requirements. Correspondence with previous brokers, insurers and other third parties as required.
<b>Creditors and Distributions</b>	

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- IN CREDITORS' VOLUNTARY LIQUIDATION

General Description	Includes
Creditor Communication	Preparation of correspondence to company creditors and their representatives via email and post. Dealing with creditor correspondence and issuing responses to creditors as may be required.
Dealing with proofs of debt ("POD")	Receiving creditor claims and reviewing POD's submitted together with supporting documentation. Issuing requests for POD's and / or supporting information where necessary.
Dividends	Reviewing balance of funds available for distribution between each class of creditor. Where applicable, agreeing allocation of realisations and costs between classes of company creditors. Preparation of Estimated Outcome Statements to estimate the likely dividend return to each class of creditor



ANNUAL PROGRESS REPORT OF INTERIOR SALES AND MARKETING LIMITED  
- IN CREDITORS' VOLUNTARY LIQUIDATION

**Appendix III**

**Receipts and Payments account for the period 28/02/2023 to 27/02/2024**

**Interior Sales And Marketing Limited**  
**(In Liquidation)**  
**Liquidator's Summary of Receipts and Payments**  
**To 27 February 2024**

<b>RECEIPTS</b>	<b>Statement of Affairs (£)</b>	<b>Total (£)</b>
Cash at Bank	40,600.00	40,600.09
		<hr/>
		40,600.09
<b>PAYMENTS</b>		
Bordereau Premium		410.00
Preparation of S. of A.		10,000.00
Office Holders Fees		27,440.00
Postage		33.22
Statutory Advertising		292.50
Trade & Expense Creditors	(111,106.00)	0.00
Ordinary Shareholders	(100.00)	0.00
		<hr/>
		38,175.72
		<hr/>
Net Receipts/(Payments)		2,424.37
		<hr/>
 <b>MADE UP AS FOLLOWS</b>		
Bank 1 Current		1,569.57
VAT Receivable / (Payable)		854.80
		<hr/>
		2,424.37
		<hr/>

Note:

**Pre-Appointment Costs (Paid by the Company, and ratified by creditors on appointment)**

The sum of £10,000.00 + VAT was paid by the Company prior to the winding-up resolution towards the Statement of Affairs fee payable to Keywood Group Ltd, which was agreed by creditors on 28 February 2023. Information relating to this fee and the work undertaken was previously disclosed to creditors but further information can be provided upon request.



\_\_\_\_\_  
 Laura Anne Walshe  
 Liquidator

**Time cost information for period 28/02/2023 to 27/02/2024**

Time Entry - Detailed SIP9 Time & Cost Summary

ISM23110 - Interior Sales And Marketing Limited  
From: 28/02/2023 To: 27/02/2024  
Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
700 : Formalities	25.45	0.00	0.00	25.40	50.85	15,260.00	300.10
Admin & Planning	25.45	0.00	0.00	25.40	50.85	15,260.00	300.10
500 : Preferential Creditors	0.00	0.00	0.00	0.25	0.25	50.00	200.00
501 : Unsecured Creditors	7.20	0.00	0.00	6.30	13.50	4,140.00	306.67
504 : Statutory Reporting to Creditors	0.00	0.00	0.00	8.75	8.75	1,750.00	200.00
Creditors	7.20	0.00	0.00	15.30	22.50	5,940.00	264.00
201 : CDDA Reports	8.25	0.00	0.00	14.40	22.65	5,755.00	254.08
Investigations	8.25	0.00	0.00	14.40	22.65	5,755.00	254.08
202 : Pursuing Antecedent Transactions	1.35	0.00	0.00	0.00	1.35	540.00	400.00
Realisation of Assets	1.35	0.00	0.00	0.00	1.35	540.00	400.00
Total Hours	42.25	0.00	0.00	55.10	97.35	27,495.00	282.43

**Detailed SIP9 Time & Cost Summary for the period, as compared to the original fee estimate**

## Detailed SIP9 Time &amp; Cost Summary for the period, as compared to the original fee estimate

Interior Sales and Marketing Ltd

From: 28/02/2023 To: 27/02/2024

Classification of Work Function	Current Fee Position				Fee Estimate			Variance		
	Partner	Manager	Other Senior Staff	Assistants & Support Staff	Total Hours	Time Cost (£)	Avg Hourly Rate (£)	Total Hours	Time Cost (£)	Avg Hourly Rate (£)
700 : Formalities	25.45	0.00	0.00	25.40	50.85	15,260.00	300.10			
Admin & Planning	25.45	0.00	0.00	25.40	50.85	15,260.00	300.10	52.75	14,625.00	277.25
								(1.90)	635.00	22.85
500 : Preferential Creditors	0.00	0.00	0.00	0.25	0.25	50.00	200.00			
501 : Unsecured Creditors	7.20	0.00	0.00	6.30	13.50	4,140.00	306.67			
504 : Statutory reporting to creditors	0.00	0.00	0.00	8.75	8.75	1,750.00	200.00			
Creditors	7.20	0.00	0.00	15.30	22.50	5,940.00	264.00	25.75	6,850.00	266.02
								(3.25)	(910.00)	(2.02)
201 : CDDA Reports	8.25	0.00	0.00	14.40	22.65	5,755.00	254.08			
Investigations	8.25	0.00	0.00	14.40	22.65	5,755.00	254.08	13.55	3,720.00	274.54
								9.10	2,035.00	(20.45)
202 : Pursuing Antecedent Transactions	1.35	0.00	0.00	0.00	1.35	540.00	400.00			
Realisation of Assets	1.35	0.00	0.00	0.00	1.35	540.00	400.00	7.95	2,245.00	282.39
Total Hours	42.25	0.00	0.00	55.10	97.35	27,495.00	282.43	100.00	27,440.00	1,100.20
								(2.65)	55.00	117.98

ANNUAL PROGRESS REPORT OF INTERIOR SALES AND MARKETING LIMITED  
- IN CREDITORS' VOLUNTARY LIQUIDATION

**Appendix VI**

**Notice of Intended Dividend**

## Notice to Creditors of Intention to Declare a Dividend

In the Matter of  
Interior Sales And Marketing Limited (In Liquidation) ("the Company")  
and  
In the Matter of The Insolvency Act 1986


**Company Name:** Interior Sales And Marketing Limited  
**Company Number:** 07212259  
**Former Company Name:** N/A  
**Trading Name:** N/A  
**Registered Office:** Gill House, 140 Holyhead Road, Birmingham, West Midlands, B21 0AF  
**Trading Address:** Ideal House, Lower Walsall Street, Wolverhampton, WV1 2ES

**NOTICE IS HEREBY GIVEN** by the Liquidator, Laura Anne Walshe of Keywood Group Limited, Gill House, 140 Holyhead Road, Birmingham, West Midlands, B21 0AF, pursuant to Rule 14.29 of the Insolvency (England & Wales) Rules 2016 that I intend to declare a first and final dividend to the unsecured creditors of the Company within two months of the last date for proving set out below.

The unsecured creditors of the Company are required, on or before **28 May 2024** ("the last date for proving"), to prove their debts by sending to the undersigned, Laura Anne Walshe of Keywood Group Limited, Gill House, 140 Holyhead Road, Birmingham, West Midlands, B21 0AF, the Liquidator of the Company, written statements of the amounts they claim to be due to them from the Company and, if so requested, to provide such further details or produce such documentary evidence as may appear to the liquidator to be necessary.

A creditor who has not proved this debt before the declaration of any dividend is not entitled to disturb, by reason that he has not participated in it, the distribution of that dividend or any other dividend declared before his debt was proved.

The value of the prescribed part is £0.00 (without deduction of the future expenses associated with the prescribed part).

Signed:   
\_\_\_\_\_  
**Laura Anne Walshe**  
**Liquidator**

Dated: 17 April 2024

<b>Names of Liquidators</b>	Laura Anne Walshe
<b>Address of Liquidators</b>	Gill House, 140 Holyhead Road, Birmingham, West Midlands, B21 0AF
<b>IP Numbers</b>	26250
<b>Date of Appointment</b>	28 February 2023
<b>Appointed By</b>	Members and Creditors
<b>Contact Name</b>	Stephanie Jolly
<b>Email Address</b>	<a href="mailto:team@keywoodgroup.co.uk">team@keywoodgroup.co.uk</a>
<b>Telephone Number</b>	0121 201 0399



ANNUAL PROGRESS REPORT OF INTERIOR SALES AND MARKETING LIMITED  
- IN CREDITORS' VOLUNTARY LIQUIDATION

**Appendix VII**

**Proof of Debt Form**

PROOF OF DEBT - GENERAL FORM  
Interior Sales And Marketing Limited

DETAILS OF CLAIM		
1.	Name of Creditor (if a company, registered name)	
2.	Address of Creditor (i.e. principal place of business)	
3.	If the Creditor is a registered company: <ul style="list-style-type: none"> <li>For UK companies: its registered number</li> <li>For other companies: the country or territory in which it is incorporated and the number if any under which it is registered</li> <li>The number, if any, under which it is registered as an overseas company under Part 34 of the Companies Act</li> </ul>	
4.	Total amount of claim, including any Value Added Tax, as at the date of administration, less any payments made after this date in relation to the claim, any deduction under R14.20 of the Insolvency (England & Wales) Rules 2016 and any adjustment by way of set-off in accordance with R14.24 and R14.25	£
5.	If the total amount above includes outstanding uncapitalised interest, please state	YES (£ ) / NO
6.	Particulars of how and when debt incurred	
7.	Particulars of any security held, the value of the security, and the date it was given	
8.	Details of any reservation of title in relation to goods to which the debt relates	
9.	Details of any document by reference to which the debt can be substantiated. [Note the liquidator may call for any document or evidence to substantiate the claim at his discretion]	
10.	Give details of whether the whole or any part of the debt falls within any (and if so which) of the categories of preferential debts under section 386 of, and schedule 6 to, the Insolvency Act 1986	Category  Amount(s) claimed as preferential £
11.	<b>If you wish any dividend payment that may be made to be paid in to your bank account please provide BACS details. Please be aware that if you change accounts it will be your responsibility to provide new information</b>	Account No.:  Account Name:  Sort code:
AUTHENTICATION		
Signature of Creditor or person authorised to act on his behalf		
Name in BLOCK LETTERS		
Date		
If signed by someone other than the Creditor, state your postal address and authority for signing on behalf of the Creditor		
Are you the sole member of the Creditor?		YES / NO

**Information on Opting Out**

## **OPTING OUT OF RECEIVING DOCUMENTS**

### **The consequences of opting-out**

As previously advised, most future documents will not be sent to creditors by post. Nevertheless, the Liquidator is required to inform creditors of their rights to opt out of receiving documents.

Creditors have the right to elect to opt out of receiving further documents about the Liquidation unless:

- (i) the Insolvency Act 1986 requires a document to be delivered to all creditors without expressly excluding opted-out creditors; or
- (ii) it is a notice relating to a change in the office-holder or the office-holder's contact details; or
- (iii) it is a notice of a dividend or proposed dividend or a notice which the court orders to be sent to all creditors or all creditors of a particular category to which the creditor belongs.

Opting-out will not affect the creditor's entitlement to receive dividends should any be paid to creditors.

Unless the Insolvency (England & Wales) Rules 2016 provide to the contrary, opting-out will not affect any right the creditor may have to vote in a decision procedure or a participate in a deemed consent procedure in the proceedings although the creditor will not receive notice of it.

A creditor who opts out will be treated as having opted out in respect of any consecutive insolvency proceedings of a different kind in respect of the same company.

### **How to opt out**

A creditor may at any time elect to be an opted-out creditor.

The creditor's election to opt out must be by a notice in writing authenticated and dated by the creditor.

The creditor must deliver the notice to the Liquidator (details below).

### **How to opt back in**

The creditor may at any time revoke the election to opt out by a further notice in writing, authenticated and dated by the creditor and delivered to the Liquidator (details below).

### **Contact details**

The Liquidators' contact details are as follows:

Liquidator's Name: Laura Anne Walshe

Liquidator's Telephone: 0121 201 0396

Liquidator's Email: team@keywoodgroup.co.uk

Liquidator's Address: Keywood Group Ltd, Gill House, 140 Holyhead Road, Birmingham, B21 0AF