

# LIQ03

## Notice of progress report in voluntary winding up



Companies House

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COMPANIES HOUSE

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### 1 Company details

Company number 07320390

Company name in full Cambridgeshire Construction Limited - In Liquidation

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

### 2 Liquidator's name

Full forename(s) Kate

Surname Merry

### 3 Liquidator's address

Building name/number c/o PEM

Street Salisbury House

Station Road

Post town Cambridge

County/Region Cambridgeshire

Postcode CB1 2LA

Country UK

### 4 Liquidator's name ①

Full forename(s) Ben

Surname Dyer

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

### 5 Liquidator's address ②

Building name/number c/o PEM

Street Salisbury House

Station Road

Post town Cambridge

County/Region Cambridgeshire

Postcode CB1 2LA

Country UK

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

LIQ03

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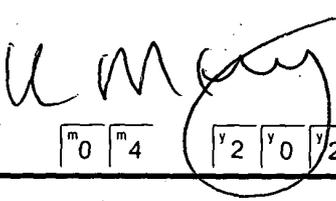
**6** Period of progress report

From date	d 2 d 6	m 0 m 2	y 2 y 0 y 2 y 2	
To date	d 2 d 5	m 0 m 2	y 2 y 0 y 2 y 3	

**7** Progress report

The progress report is attached

**8** Sign and date

Liquidator's signature	Signature X  X			
Signature date	d 1 d 3	m 0 m 4	y 2 y 0 y 2 y 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 Paula Hannaford

Company name PEM

Address Salisbury House

Station Road

Post town Cambridge

County/Region Cambridgeshire

Postcode 

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Country UK

DX

Telephone 01223 728 222

 **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)

# **Joint Liquidators' Annual Progress Report to Creditors & Members**

**Cambridgeshire Construction Limited  
- In Creditors' Voluntary Liquidation**

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**Reporting Period from 26 February 2022 to 25 February  
2023**

**13 April 2023**

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# **CAMBRIDGESHIRE CONSTRUCTION LIMITED - IN LIQUIDATION**

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- 2** Receipts & Payments
- 3** Progress of the Liquidation
- 4** Creditors
- 5** Joint Liquidators' Remuneration
- 6** Creditors' Rights
- 7** Next Report

## **APPENDICES**

- A** Receipts and Payments Account for the Period from 26 February 2022 to 25 February 2023 together with a cumulative Receipts and Payments Account for the Period from 26 February 2019 to 25 February 2023
- B** Time Analysis for the Period from the 26 February 2022 to 25 February 2023
- C** Cumulative Time Analysis for the Period from 26 February 2019 to 25 February 2023
- D** Additional information in relation to Joint Liquidators' Fees, Expenses & the use of Subcontractors

## CAMBRIDGESHIRE CONSTRUCTION LIMITED - IN LIQUIDATION

### 1 Introduction and Statutory Information

- 1.1 We, Kate Merry and Ben Dyer of PEM, Salisbury House, Station Road, Cambridge CB1 2LA, were appointed as Joint Liquidators of Cambridgeshire Construction Limited (the **Company**) on 26 February 2019. We are authorised to act as insolvency practitioners in the UK by the Insolvency Practitioners Association in the UK and are bound by the Insolvency Code of Ethics when carrying out work relating to insolvency appointments. In the event of case related queries, the Joint Liquidators can be contacted on telephone number 01223 728222 or by email via [phannaford@pem.co.uk](mailto:phannaford@pem.co.uk).
- 1.2 This progress report provides an update on the conduct of the Liquidation for the period from 26 February 2022 to 25 February 2023 (**the Period**) and should be read in conjunction with any previous progress reports which have been issued.
- 1.3 Information about the way that this firm will use, and store personal data on insolvency appointments can be found in the Privacy Notice at [https://www.pem.co.uk/wp-content/uploads/2019/04/PEM\\_Privacy\\_Notice.pdf](https://www.pem.co.uk/wp-content/uploads/2019/04/PEM_Privacy_Notice.pdf). If you are unable to download this, please contact us and a hard copy will be provided to you.
- 1.4 The principal trading address of the Company was Frith Meadow, Green End, Landbeach, Cambridge, CB25 9FD.
- 1.5 The registered office of the Company has been changed to PEM, Salisbury House, Station Road, Cambridge, CB1 2LA and its registered number is 07320390.

### 2 Receipts and Payments

- 2.1 At Appendix A is my Receipts and Payments Account covering the Period of this report. Also attached at Appendix B, is a cumulative Receipts and Payments Account for the period from the date of our appointment as Joint Liquidators to the end of the Period covered by this report.
- 2.2 In Section 3 below, you will find an update on the progress made during the Period in realising the Company's assets and dealing with its affairs.

### 3 Progress of the Liquidation

- 3.1 This section of the report provides creditors with an update on the progress made in the liquidation during the Period and an explanation of the work done by the Joint Liquidators and their staff.

#### *Administration (including statutory compliance & reporting)*

- 3.2 An office holder must comply with certain statutory obligations under the Insolvency Act 1986 and other related legislation. Details about the work I anticipated would need to be done in this area was outlined in my initial fees estimate/information which was previously agreed by creditors.
- 3.3 Where the costs of statutory compliance work or reporting to creditors exceeds the initial estimate, it will usually be because the duration of the case has taken longer than anticipated, possibly due to protracted asset realisations, which have in turn placed a further statutory reporting requirement on the Joint Liquidators.
- 3.4 As noted in my initial fees estimate/information, this work will not necessarily bring any financial benefit to creditors but is required on every case by statute.

## CAMBRIDGESHIRE CONSTRUCTION LIMITED - IN LIQUIDATION

### **Realisation of Assets**

- 3.5 There have been no further asset realisations during the reporting period.

#### *Insurance Claim*

- 3.6 As previously reported, the insurance company is unable to settle the insurance claims as we have been unable to provide the necessary documentation.
- 3.7 Subject to 3.11 below, the work the Joint Liquidators have carried out to deal with the Company's assets may provide a financial benefit to creditors.

### **Creditors (claims and distributions)**

- 3.8 Liquidators are not only required to deal with correspondence and claims from unsecured creditors (which may include retention of title claims), but also those of any secured and preferential creditors of the Company. This may involve separate reporting to any secured creditor and dealing with distributions from asset realisations caught under their security, most typically a debenture.
- 3.9 Work undertaken by a Liquidator in dealing with a company's creditors may only therefore bring a financial benefit to certain classes of creditor such as a secured creditor or the preferential creditors, however a Liquidator is required by statute to undertake this work. Similarly, if a distribution is to be paid to any class of creditor, work will be required to agree those claims and process the dividend payments to each relevant class of creditor. The more creditors a company has, the more time and cost will be involved by the Joint Liquidators in dealing with those claims.
- 3.10 More information on the anticipated outcome for all classes of creditor in this case can be found in Section 4 below.

### **Investigations**

- 3.11 Following my investigations, I have instructed my solicitor to commence legal action against the Director which may generate realisations in the liquidation. Due to the sensitive nature of this action, I am not including further details at this stage. Future costs associated with this action will depend on whether settlement can be reached or further legal action is necessary.
- 3.12 You may recall from my first progress report to creditors that some of the work Liquidators are required to undertake is to comply with legislation such as the Company Directors' Disqualification Act 1986 (CDDA 1986) and Statement of Insolvency Practice 2 – Investigations by Office Holders in Administration and Insolvent Liquidations and may not necessarily bring any financial benefit to creditors, unless these investigations reveal potential asset recoveries that the Liquidator can pursue for the benefit of creditors.
- 3.13 My report on the conduct of the Directors of the Company to the Department for Business, Energy & Industrial Strategy under the CDDA 1986 was submitted during the first year of the liquidation and is confidential. As previously reported, the director, Stuart Lee Williams, agreed to a disqualification undertaking on 20 May 2020.
- 3.14 Since my last progress report, I would advise that, other than stated above, no further asset realisations have come to light that may be pursued by me for the benefit of creditors.

### **Matters still to be dealt with**

- 3.15 The matters referred to in Section 3 are to be continued to be dealt with and I will update all creditors accordingly.

## CAMBRIDGESHIRE CONSTRUCTION LIMITED - IN LIQUIDATION

### *Connected Party Transactions*

- 3.16 As previously reported and in accordance with Statement of Insolvency Practice 13, I would advise you that the following assets were sold to a company which shares a common director with this Company:

<b>Date of transaction</b>	<b>Assets involved &amp; nature of transaction</b>	<b>Consideration paid</b>	<b>Sold to</b>	<b>Relationship</b>
30 May 2019	Tools, equipment, stock and motor vehicle	Paid in full	5 Star Drainage Services & Construction Ltd	Common director
30 May 2019	Goodwill	Paid in full	5 Star Drainage Services & Construction Ltd	Common director

- 3.17 The assets were valued by ITC Valuers. I received one offer from 5Star Drainage Services & Construction Limited. I decided to accept the offer because no further offers had been received and it was deemed that this was the best achievable price for the assets.

## **4 Creditors**

### *Secured Creditors*

- 4.1 There are no secured creditors in this case.

### *Preferential Creditors*

- 4.2 There are no preferential creditors in this case.

### *Unsecured Creditors*

- 4.3 The Company's statement of affairs indicated there were 14 creditors whose debts totalled £199,653.65. To date, I have received claims totalling £282,492.28 from 6 creditors.
- 4.4 I would confirm that it is anticipated at this stage that there will be insufficient funds realised after defraying the expenses of the liquidation to pay a dividend to unsecured creditors. However, this is dependent upon the outstanding issues that were detailed in section 3 and whether there are any recoveries.

## **5 Joint Liquidators' Remuneration**

- 5.1 Creditors approved that my unpaid pre-liquidation fees totalling £6,000 plus VAT and expenses be paid from the estate. These fees have been paid in full and are shown on the enclosed Receipts and Payments Account at Appendix A.
- 5.2 The Creditors approved that the basis of the Joint Liquidators' remuneration be fixed by reference to the time properly spent by him and his staff in managing the Liquidation. My fees estimate/information was originally provided to creditors when the basis of my remuneration was approved and was based on information available to me at that time.

## CAMBRIDGESHIRE CONSTRUCTION LIMITED - IN LIQUIDATION

5.3 A copy of my approved fees estimate for the liquidation is reproduced below:

Category of work	Estimated Number of Hours	Average blended charge out rate (£)	Estimated cost (£)
Administration (inc statutory compliance & reporting)	15.00	187.67	2,815.00
Realisation of assets	17.00	256.76	4,365.00
Reporting	9.00	251.67	2,265.00
Creditors (claims & distributions)	16.00	274.38	4,390.00
Investigations	8.00	283.75	2,270.00
Tax/VAT	8.00	205.38	1,643.00
<b>Total estimated fees</b>			<b>£17,748.00</b>

5.4 My time costs for the Period are £10,613.30. This represents 43.90 hours at an average rate of £241.76 per hour. Attached as Appendix B is a Time Analysis which provides details of the activity costs incurred by staff grade during the Period in respect of the costs fixed by reference to time properly spent in managing the liquidation. To date, £3,500 plus expenses of £326.58 shown in the enclosed Receipts and Payments Account have been drawn on account.

5.5 Also attached as Appendix C is a cumulative Time Analysis for the period from 26 February 2019 to 25 February 2023 which provides details of the time costs incurred since my appointment. The cumulative time costs incurred to date are £61,104.20. This represents 261.00 hours at an average rate of £234.12 per hour.

5.6 I now consider that the fee estimate I previously provided for the liquidation is insufficient to complete my duties. However, given the level of assets in the case I do not propose seeking an increase in my fees at this stage. If there are any further recoveries made in respect of the outstanding issues detailed at section 3, then I will seek an increase in my fees at that stage.

5.7 I have received £6,000 in respect of my pre-appointment fees for preparing the statement of affairs, assisting in seeking a decision of creditors on the nomination of Joint Liquidators and putting the Company into Liquidation by way of deemed consent.

5.8 A copy of 'A Creditors' Guide to Liquidators' Fees' is available on request or can be downloaded from <https://www.pem.co.uk/services/recovery-and-insolvency>

5.9 Attached as Appendix D is additional information in relation to the Liquidator's fees and expenses including where relevant, information on the use of subcontractors and professional advisers.

## 6 Creditors' Rights

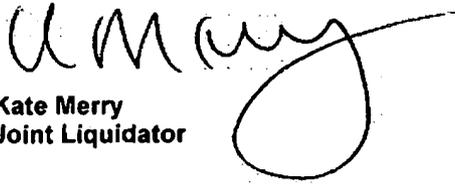
6.1 Within 21 days of the receipt of this report, a secured creditor, or an unsecured creditor (with the concurrence of at least 5% in value of the unsecured creditors) may request in writing that the Liquidator provide further information about his remuneration or expenses which have been itemised in this progress report.

6.2 Any secured creditor, or an unsecured creditor (with the concurrence of at least 10% in value of the unsecured creditors) may within 8 weeks of receipt of this progress report make an application to court on the grounds that, in all the circumstances, the basis fixed for the Joint Liquidators' remuneration is inappropriate and/or the remuneration charged or the expenses incurred by the Joint Liquidators, as set out in this progress report, are excessive.

**7 Next Report**

- 7.1 I am required to provide a further report on the progress of the liquidation within two months of the next anniversary of the liquidation, unless I have concluded matters prior to this, in which case I will write to all creditors with my final account.
- 7.2 If you have any queries in relation to the contents of this report, please contact Paula Hannaford of this office on 01223 728 222 or email [phannaford@pem.co.uk](mailto:phannaford@pem.co.uk).

Yours faithfully



**Kate Merry**  
**Joint Liquidator**

**JOINT LIQUIDATORS' RECEIPTS AND PAYMENTS ACCOUNT**

	From 26/02/2022 To 25/02/2023 £	From 26/02/2019 To 25/02/2023 £
<b>RECEIPTS</b>		
Goodwill	0.00	8,000.00
Hand Tools/Equipment	0.00	2,000.00
Motor Vehicles	0.00	0.00
Stock	0.00	0.00
Book Debts	0.00	0.00
Cash at Bank	0.00	2,603.74
Insurance Claim	0.00	0.00
Vat Payable	0.00	2,000.00
	<u>0.00</u>	<u>14,603.74</u>
<b>PAYMENTS</b>		
Goodwill	0.00	0.00
Preparation of S. of A.	0.00	6,000.00
Office Holders' Fees	0.00	3,500.00
Office Holders' Expenses	0.00	326.58
Agents/Valuers Fees	0.00	2,000.00
Trade & Expense Creditors	0.00	0.00
Directors Loan Account	0.00	0.00
Banks/Institutions	0.00	0.00
HM Revenue & Customs - VAT	0.00	0.00
Ordinary Shareholders	0.00	0.00
Vat Receivable	0.00	2,365.32
	<u>0.00</u>	<u>14,191.90</u>
<b>BALANCE - 25 February 2023</b>		<u><u>411.84</u></u>

**Cambridgeshire Construction Limited – in Liquidation**

**Summary of time costs for the period 26 February 2022 to 25 February 2023**

	Partner	Director/Manager	Assistant Manager/ Senior Administrator	Administrators	Total hours	Time Cost	Average Rate
Administration & planning	0.90	1.50	3.80	1.80	8.00	1,835.50	229.44
Asset realisations	1.60	6.10	1.00	1.60	10.30	3,360.60	326.27
Creditors	0.00	0.10	5.80	0.00	5.90	1,051.10	178.15
HMRC	0.10	1.40	3.60	0.30	5.40	1,244.10	230.39
Investigations	0.00	0.70	7.70	0.00	8.40	1,899.10	226.08
Reporting	0.40	0.60	4.70	0.20	5.90	1,222.90	207.27
<b>Total Costs</b>	<b>1,280.80</b>	<b>3,936.10</b>	<b>4,996.00</b>	<b>400.40</b>	-	<b>10,613.30</b>	-
<b>Total Hours</b>	<b>3.00</b>	<b>10.40</b>	<b>26.60</b>	<b>3.90</b>	<b>43.90</b>	-	-

\*The charge out rates shown are the average rates for each grade of staff. The total average time cost is £241.76

**Historical charge-out rates**

As my firm's fees are based on time costs, Statement of Insolvency Practice 9 requires me to provide you with details of "any material changes in the rates charged for various grades since the resolution was first passed". I therefore set out below a summary of charge-out rates. You will note that charge-out rates are increased annually. Hourly rates vary depending on market rates, qualifications and experience of various grades of staff. As detailed my firm's fees are based on time costs, time is recorded in 6 minutes.

Period commencing	Partner Hourly rate £	Director Hourly/Senior Manager Rate £	Manager Hourly rate £	Assistant Manager Hourly rate £	Senior Administrator Hourly rate £	Administrator Hourly rate £	Trainee Administrator (2) Hourly rate £	Insolvency Assistant rate £
October 2018	375.00	335.00	260.00	210.00	N/a	150.00	N/a	90.00
October 2019	395.00	350.00	260.00	210.00	N/a	150.00	N/a	95.00
April 2021	407.00	361.00	275.00	225.00		140.00 to 190.00		98.00
April 2022	433.00	384.00	285.00	235.00		140.00 to 190.00		105.00

**Cambridgeshire Construction Limited – in Liquidation  
Summary of time costs for the period 26 February 2019 to 25 February 2023**

	Partner	Director/Manager	Assistant Manager/ Senior Administrator	Administrators	Total hours	Time Cost	Average Rate
Administration & planning	4.90	18.60	4.40	13.30	41.20	10,524.10	255.44
Asset realisations	3.60	18.20	2.00	20.30	44.10	10,332.60	234.30
Case Specific	0.00	0.00	7.30	0.00	7.30	1,277.50	175.00
Creditors	0.00	3.10	14.80	0.80	18.70	3,711.30	198.47
HMRC	0.30	8.40	6.30	2.10	17.10	4,384.30	256.39
Investigations	4.10	34.60	68.70	10.00	117.40	26,681.60	227.27
Reporting	1.20	7.50	4.70	1.20	14.60	3,991.80	273.41
Shareholders	0.00	0.60	0.00	0.00	0.60	201.00	335.00
<b>Total Costs</b>	<b>5,624.10</b>	<b>31,687.20</b>	<b>19,293.50</b>	<b>4,499.40</b>	-	<b>61,104.20</b>	-
<b>Total Hours</b>	<b>14.10</b>	<b>91.00</b>	<b>108.20</b>	<b>47.70</b>	<b>261.00</b>	-	-

\*The charge out rates shown are the average rates for each grade of staff. The total average time cost is £234.12.

**Historical charge-out rates**

As my firm's fees are based on time costs, Statement of Insolvency Practice 9 requires me to provide you with details of "any material changes in the rates charged for the various grades since the resolution was first passed". I therefore set out below a summary of charge-out rates. You will note that charge-out rates are increased annually. Hourly rates vary depending on market rates, qualifications and experience of various grades of staff. As detailed my firms fees are based on time costs, time is recorded in 6 minute units.

Period commencing	Partner Hourly rate £	Director Hourly/Senior Manager Rate £	Manager Hourly rate £	Assistant Manager Hourly rate £	Senior Administrator Hourly rate £	Administrator Hourly rate £	Trainee Administrator (2) Hourly rate £	Insolvency Assistant rate £
October 2018	375.00	335.00	260.00	210.00	N/a	150.00	N/a	90.00
October 2019	395.00	350.00	260.00	210.00	N/a	150.00	N/a	95.00
April 2021	407.00	361.00	275.00	225.00		140.00 to 190.00		98.00
April 2022	433.00	384.00	285.00	235.00		140.00 to 190.00		105.00

# CAMBRIDGESHIRE CONSTRUCTION LIMITED - IN LIQUIDATION

## Appendix D

### Additional Information in Relation to the Joint Liquidators' Fees, Expenses & the use of Subcontractors

#### Staff Allocation and the use of Subcontractors

The general approach to resourcing our assignments is to allocate staff with the skills and experience to meet the specific requirements of the case.

The constitution of the case team will usually consist of a Partner, a Manager, and an Administrator or Assistant. The exact constitution of the case team will depend on the anticipated size and complexity of the assignment and the experience requirements of the assignment.

We have not utilised the services of any subcontractors on this case.

#### Professional Advisors

On this assignment we have used the professional advisors listed below. We have also indicated alongside, the basis of our fee arrangement with them, which is subject to review on a regular basis.

Name of Professional Advisor	Basis of Fee Arrangement
RSW Law Limited (legal advice)	Success fee – 20% of base costs incurred + disbursements + VAT
AUA Insolvency Risk Services Ltd (insurance)	Risk based premium
ITC Valuer (valuation and disposal advice)	Disbursements and % of realisations

Our choice was based on our perception of their experience and ability to perform this type of work, the complexity and nature of the assignment and the basis of our fee arrangement with them.

#### Joint Liquidators' Expenses

The estimate of expenses which were anticipated at the outset of the liquidation was provided to creditors when the basis of my fees was approved. The table below compares the anticipated costs against those incurred to date.

##### Category 1 expenses

These expenses do not require prior approval by creditors. The type of expenses that may be charged to a case as a Category 1 expense generally comprise of external supplies of incidental services specifically identifiable to the case, such as postage, case advertising, invoiced travel and external printing, external room hire and external storage costs. Also chargeable, will be any properly reimbursed expenses incurred by personnel in connection with the case. These expenses may include disbursements which are payments first met by an office holder and then reimbursed from the estate.

**CAMBRIDGESHIRE CONSTRUCTION LIMITED - IN LIQUIDATION**

<b>Expense</b>	<b>Estimated overall cost (£)</b>	<b>Paid in Prior Period (£)</b>	<b>Paid in the period covered by this report (£)</b>	<b>Incurred but not paid to date (£)</b>
Agent's fees & expenses	400.00	2,000.00	0.00	0.00
Legal fees & expenses	TBC	0.00	0.00	0.00
Statutory advertising	150.00	216.00	0.00	0.00
Specific Penalty Bond	30.00	30.00	0.00	18.00
Land Registry searches	-	0.00	0.00	3.00
External storage costs	-	28.39	0.00	101.96
Postage	-	36.38	0.00	27.36

**Category 2 expenses**

These expenses do require approval from creditors. These are costs which are directly referable to the appointment in question but are not payments which are made to an independent third party and may therefore include payments to associates of the office holder or shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis. Details of Category 2 expenses charged by this firm (where appropriate) were provided at the time the Liquidator's fees were approved by creditors.

<b>Expense</b>	<b>Estimated overall cost (£)</b>	<b>Paid in Prior Period (£)</b>	<b>Paid in the period covered by this report (£)</b>	<b>Incurred but not paid to date (£)</b>
Photocopies	0.00	15.81	0.00	0.00

As of 1st April 2021, PEM no longer charge Category 2 expenses.

**Charge-Out Rates**

PEM's charge-out rates effective from 1 April 2022 are detailed below. Please note this firm records its time in minimum units of 6 minutes.

	<b>(Per hour) (£)</b>
Partner	433.00
Director	384.00
Manager	285.00
Assistant Manager	235.00
Administrators	140 to 190
Insolvency assistant	105.00

PEM's charge-out rates effective from 1 April 2023 are:

	<b>(Per hour) (£)</b>
Partner	476.00
Director	422.00
Manager	313.00
Assistant Manager	259.00
Administrators	154 to 209
Insolvency assistant	115.00