

LIQ03

Notice of progress report in voluntary winding up



Companies House

For further information, please
refer to our guidance at
www.gov.uk/companieshouse

1

Company details

| | | | | | | | | |
|----------------------|--|---|---|---|---|---|---|---|
| Company number | 0 | 7 | 4 | 4 | 6 | 1 | 0 | 2 |
| Company name in full | Andover Roofing, Cladding & Maintenance Ltd t/a Andover Roofing | | | | | | | |

→ **Filling in this form**

Please complete in typescript or in
bold black capitals.

2

Liquidator's name

| | |
|------------------|----------|
| Full forename(s) | Gordon |
| Surname | Johnston |

3

Liquidator's address

| | |
|----------------------|--------------------------------|
| Building name/number | Grove House |
| Street | Meridians Cross, Ocean Village |
| Post town | Southampton |
| County/Region | Hampshire |
| Postcode | S O 1 4 3 T J |
| Country | |

4

Liquidator's name ①

| | |
|------------------|-------------|
| Full forename(s) | Shane |
| Surname | Biddlecombe |

① **Other liquidator**

Use this section to tell us about
another liquidator.

5

Liquidator's address ②


| | |
|----------------------|--------------------------------|
| Building name/number | Grove House |
| Street | Meridians Cross, Ocean Village |
| Post town | Southampton |
| County/Region | Hampshire |
| Postcode | S O 1 4 3 T J |
| Country | |

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 1 | ^d 6 | ^m 1 | ^m 0 | ^y 2 | ^y 0 | ^y 2 | ^y 0 | | | | |
| To date | ^d 1 | ^d 5 | ^m 1 | ^m 0 | ^y 2 | ^y 0 | ^y 2 | ^y 1 | | | | |
| 7 | Progress report | | | | | | | | | | | |
| <input checked="" type="checkbox"/> The progress report is attached | | | | | | | | | | | | |
| 8 | Sign and date | | | | | | | | | | | |
| Liquidator's signature | Signature  | | | | | | | | X | | | |
| Signature date | ^d 0 | ^d 8 | ^m 1 | ^m 1 | ^y 2 | ^y 0 | ^y 2 | ^y 1 | | | | |

**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 **Carol Haines**

Company name **Fortus Recovery Limited**

Address **Grove House, Meridians Cross
Ocean Village**

Post town **Southampton**

County/Region **Hampshire**

Postcode **S O 1 4 3 T J**

Country

DX

Telephone **0808 196 8676**

**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

Liquidators' Annual Progress Report to Members

**Andover Roofing, Cladding & Maintenance Ltd t/a Andover Roofing
- In Liquidation**

8 November 2021

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- 2** Progress of the Liquidation
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- 4** Distributions to Members
- 5** Liquidators' Remuneration
- 6** Liquidators' Expenses
- 7** Members' Rights
- 8** Next Report

APPENDICES

- A** Receipts and Payments Account for the Period from 16 October 2020 to 15 October 2021
- B** Additional Information in Relation to Liquidators' Fees

1 Introduction and Statutory Information

- 1.1 I, Gordon Johnston of Fortus Recovery Limited, was appointed as Joint Liquidator of Andover Roofing, Cladding & Maintenance Ltd (the **Company**) on 16 October 2020 together with my colleague Shane Biddlecombe. This report provides an update on the progress in the liquidation for year ended 15 October 2021 (the **Period**).
- 1.2 Information about the way that we will use, and store personal data on insolvency appointments can be found in the attached Privacy Notice.
- 1.3 The trading address of the Company was Unit 4, Davenport Gate, West Portway Industrial Estate, Andover, Hampshire, SP10 3SQ. The business traded under the name Andover Roofing.
- 1.4 The registered office of the Company has been changed to Fortus Recovery Ltd, Grove House, Meridians Cross, Ocean Village, Southampton, SO14 3TJ and its registered number is 07446102.

2 Progress of the Liquidation

- 2.1 At Appendix A, I have provided an account of my Receipts and Payments for the Period, with a comparison to the Declaration of Solvency values.
- 2.2 I am pleased to report that the following assets have been realised in the liquidation.

Cash at Bank

- 2.3 Cash at bank was estimated to realise £361,424.18. The amount recovered following the closure of the Company's bank accounts was £361,369.19. The difference relates to two outstanding card payments.

3 Creditors' Claims

Unsecured Creditors

- 3.1 I have received a claim of £1,087.50 from one creditor that had previously been overlooked. The shareholder has been asked to repay sufficient funds so that the claim can be settled in full together with statutory interest.

4 Distributions to Members

- 4.1 The following cash distribution to the member has been made since the date of my appointment:
- An initial distribution of £178,942.30 per share in November 2020

5 Liquidators' Remuneration

- 5.1 The Liquidators' pre-appointment fee of £1,250 plus VAT was to be paid as an expense of the liquidation and has been settled in full.
- 5.2 The member approved that the basis of the Liquidators' remuneration be fixed as a set amount of £1,250 plus VAT and disbursements.
- 5.3 The Liquidators have drawn £1,250 plus VAT as approved by the member.

- 5.4 Attached as Appendix B is additional information in relation to the Liquidators' fees.
- 5.5 A copy of 'A Shareholders' Guide to Liquidators' Fees' is available on request or can be downloaded from <http://www.fortusrecovery.co.uk/publications/> .

6 Liquidators' Expenses and Disbursements

- 6.1 The following expenses and disbursements have been incurred since my appointment as Joint Liquidator:

| | Paid in the period covered by this report £ | Incurred but not paid to date £ | Total anticipated cost £ |
|-----------------------|--|--|-------------------------------------|
| Statutory advertising | £245.50 | £0.00 | £245.50 |
| Specific penalty bond | £137.50 | £0.00 | £137.50 |


7 Members' Rights

- 7.1 Within 21 days of the receipt of this report, members with either at least 5% of the total voting rights of all the members having the right to vote at general meetings of the Company or with the permission of the court, may request in writing that the Liquidators provide further information about their remuneration or expenses which have been itemised in this progress report.
- 7.2 Any members with at least 10% of the total voting rights of all the members having the right to vote at general meetings of the Company 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 Liquidators' remuneration is inappropriate and/or the remuneration charged or the expenses incurred by the Liquidators, as set out in this progress report, are excessive.

8 Next Report

- 8.1 I am required to provide a further report on the progress of the liquidation within two months of the end of the second anniversary of the liquidation, unless I have concluded matters prior to this, in which case I will write again with my proposed final account.

Yours faithfully



Gordon Johnston ACA FABRP
Joint Liquidator

Enc

**Andover Roofing, Cladding & Maintenance Ltd t/a Andover Roofing
(In Liquidation)**

Appendix A

Joint Liquidators' Summary of Receipts & Payments

| Declaration of Solvency £ | From 16/10/2020 To 15/10/2021 £ | From 16/10/2020 To 15/10/2021 £ |
|--|--|--|
| 361,424.18 | | |
| ASSET REALISATIONS | | |
| Cash at Bank | 361,369.19 | 361,369.19 |
| | 361,369.19 | 361,369.19 |
| COST OF REALISATIONS | | |
| Post Appointment Fixed Fee | 1,250.00 | 1,250.00 |
| Pre Appointment Fixed Fee | 1,250.00 | 1,250.00 |
| Specific Bond | 137.50 | 137.50 |
| Statutory Advertising | 245.50 | 245.50 |
| | (2,883.00) | (2,883.00) |
| DISTRIBUTIONS | | |
| Ordinary Shareholders | 357,884.60 | 357,884.60 |
| | (357,884.60) | (357,884.60) |
| 361,424.18 | 601.59 | 601.59 |
| REPRESENTED BY | | |
| Bank 1 Current | | 601.59 |
| | | 601.59 |

Additional Information in Relation to Liquidators' Fees

1 Staff allocation and the use of subcontractors

- 1.1 The general approach to resourcing our assignments is to allocate staff with the skills and experience to meet the specific requirements of the case.
- 1.2 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.
- 1.3 We are not proposing to utilise the services of any sub-contractors in this case.

2 Professional Advisers

- 2.1 We have not used the services of any professional advisers in respect of this assignment.

3 Liquidators' Disbursements

- 3.1 Category 1 disbursements do not require approval by members. The type of disbursements that may be charged as a Category 1 disbursement to a case generally comprise of external supplies of incidental services specifically identifiable to the case, such as postage, case advertising, invoiced travel and external printing, room hire and document storage. Also chargeable will be any properly reimbursed expenses incurred by personnel in connection with the case.
- 3.2 Category 2 disbursements do require approval from members. 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 include shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis such as internal room hire, document storage or business mileage. Details of Category 2 disbursements charged by this firm (where appropriate) were provided at the time the Liquidators' fees were approved by members.
- 3.3 Details of the Liquidators' disbursements and expenses incurred to date can be found in the body of the report.

Privacy Notice

Use of personal information

We process personal information to enable us to carry out our work as insolvency practitioners which includes processing data that was held by companies/individuals before our appointment together with data collected during an insolvency procedure or a fixed charge receivership. Our legal obligation to process personal data arises from work we are required to carry out under insolvency and other related legislation.

Insolvency practitioners are Data Controllers of personal data in so far as defined by data protection legislation. Fortus Recovery Limited will act as Data Processor on their instructions about personal data in relation to an insolvency procedure or fixed charge receivership.

Personal data will be kept secure and processed only for matters relating to the insolvency procedure being dealt with.

The data we may process

The personal data insolvency practitioners may process in most cases will be basic details that may identify an individual and will typically be sufficient to allow us to carry out our work as insolvency practitioners, for example, dealing with the claims of individuals who are owed monies by the companies/individuals over whom we have been appointed.

However, insolvency practitioners may be appointed over entities that process personal data that is considered more sensitive, for example health records and this sensitive data will usually have been created before our appointment. Although we will take appropriate steps to safeguard sensitive data (or to destroy it where it is appropriate to do so), subject to limited exceptions, for example, where we identify previous conduct and/or action that requires further investigation, we will not be processing sensitive data.

Sharing information

We may share personal data with third parties where we are under a legal or regulatory duty to do so, or it is necessary for the purposes of undertaking our work as insolvency practitioners. We may also share personal data to lawfully assist the police or other law enforcement agencies with the prevention and detection of crime, where disclosure is necessary to protect the safety or security of any persons and/or otherwise as permitted by the law.

How long will we hold it?

Personal data will be retained for as long as any legislative or regulatory requirement requires us to hold it. Typically, this may be up to 6 years after which it will be destroyed.

What are your rights?

You have the right to receive the information contained in this document about how your personal data may be processed by us.

You also have the right to know that we may be processing your personal data and, in most circumstances, to have information about the personal data of yours that we hold, and you can ask for certain other details such as what purpose we may process your data for and how long we will hold it.

Individuals have the right to request that incorrect or incomplete data is corrected and in certain circumstances, you may request that we erase any personal data on you which may be held or processed as part of our work as insolvency practitioners. If you have any complaints about how we handle your personal data, please contact Shane Biddlecombe at Fortus Recovery Limited, Grove House, Meridians Cross, Ocean Village, Southampton SO14 3TJ or via email at recovery@fortus.co.uk so we can resolve the issue, where possible. You also have the right to lodge a complaint about any use of your information with the Information Commissioners Office (**ICO**), the UK data protection regulator.