

LIQ13

Notice of final account prior to dissolution in MVL



Companies House

THURSDAY



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14/05/2020

#269

COMPANIES HOUSE

1 Company details

Company number 08272085

Company name in full COST AND COMMERCIAL SERVICES LIMITED

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

2 Liquidator's name

Full forename(s) KIERAN

Surname BOURNE

3 Liquidator's address

Building name/number 5 MERCIA BUSINESS VILLAGE

Street TORWOOD CLOSE

Post town COVENTRY

County/Region WEST MIDLANDS

Postcode CV4 8HX

Country UK

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 ①

Building name/number

Street

Post town

County/Region

Postcode

Country

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

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6

Final account

☒ I have delivered the final account of the winding up to the members in accordance with Section 94(2) and attach a copy.

7

Sign and date

Liquidator's signature

Signature

X



X

Signature date

d

1

d

4

m

0

m

5

y

2

y

0

y

2

y

0

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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.

Contact name KIERAN BOURNE

Company name CROMWELL INSOLVENCY LIMITED

Address 5 MERCIA BUSINESS VILLAGE

TORWOOD CLOSE

Post town COVENTRY

County/Region WEST MIDLANDS

Postcode C V 4 8 H X

Country UK

DX

Telephone 0800 061 4002



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

COST AND COMMERCIAL SERVICES LIMITED
(In Liquidation)

Summary of Receipts & Payments
11 April 2019 to 17 March 2020

RECEIPTS	Total (£)
Tax Refund	37.44
Cash at Bank	29,928.54
	<hr/>
	29,965.98
	<hr/>
PAYMENTS	
Specific Bond	80.00
Office Holders Fees	1,676.05
Statutory Advertising	238.95
Ordinary Shareholders	27,970.98
	<hr/>
	29,965.98
	<hr/>
Balance In Hand	0.00
	<hr/>
	29,965.98
	<hr/>



Kieran Bourne
Liquidator



CROMWELL & CO
INSOLVENCY PRACTITIONERS

FINAL ACCOUNT TO MEMBERS

COST AND COMMERCIAL SERVICES LIMITED – In Liquidation (“the Company”)

Company Registration Number: 08272085

FINAL ACCOUNT TO MEMBERS IN ACCORDANCE WITH SECTION 94 OF THE INSOLVENCY ACT 1986 AND RULE 18.14 OF THE INSOLVENCY (ENGLAND AND WALES) RULES 2016

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- Appendix B – Detailed Schedule of Work Undertaken in the Period**
- Appendix D - Schedule of Expenses Incurred**

Dated: 17 March 2020

1. Introduction

The Company was placed into Members' Voluntary Liquidation ("MVL") on 11 April 2019.

I, Kieran Bourne, of Cromwell & Co Insolvency Practitioners, 5 Mercia Business Village, Torwood Close, Coventry, CV4 9GP, was appointed Liquidator of the Company on 11 April 2019.

If any member has any questions or queries regarding these proceedings, they should contact me on 0800 061 4002 or by Email: info@cromwellinsolvency.co.uk

My receipts and payments account for the period covered by this report is attached at Appendix A.

2. Company Information

Company Name:	COST AND COMMERCIAL SERVICES LIMITED
Company Registration Number:	08272085
Registered Office Address:	c/o Cromwell & Co Insolvency Practitioners, 5 Mercia Business Village, Torwood Close, Coventry, CV4 9GP
Former Registered Office Address:	The Old Barn, Off Wood Street, Swanley Village, Kent, BR8 7PA
Former Trading Address:	The Old Barn, Off Wood Street, Swanley Village, Kent, BR8 7PA
Liquidator:	Kieran Bourne
Liquidator's Address:	Cromwell & Co Insolvency Practitioners, 5 Mercia Business Village, Torwood Close, Coventry, CV4 9GP
Date of Liquidator's Appointment:	11 April 2019

3. Realisation of Assets

Cash at Bank

The sum of £29,928.54 has been received from HSBC UK Bank plc relating to a credit balance held in the Company's current account.

Tax Refund

The sum of £37.44 has been received from HM Revenue & Customs relating to a corporation tax refund.

4. Trading

I have not traded the business of the Company.

5. Distributions

A dividend in the sum of £27,970.98 has been declared and distributed to the members of the Company in these proceedings.

6. Liquidator's Remuneration

I confirm that the members of the Company approved the following resolution at a general meeting of the Company held on 11 April 2019:

"That the Liquidator's fees will be fixed at as a set amount of £1,995.00 including VAT and disbursements."

I confirm that I have drawn fees in the sum of £1,676.05 plus VAT in this regard.

Further information about members' rights can be obtained by visiting the information micro-site published by (R3) at <http://www.creditorinsolvencyguide.co.uk>. A Creditors' Guide to Liquidator's Fees (April 2017 version) can be viewed at <https://www.r3.org.uk/what-we-do/publications/professional/fees>. Hard copies of these documents can be provided free of charge on request.

My Practice Fee Recovery Policy can be viewed at <http://www.cromwellinsolvency.co.uk/wp-content/uploads/2017/06/PFRP.pdf>. This document contains details of my firm's current charge-out rates and the basis for which disbursements are charged. A hard copy of this document can be provided free of charge on request.

7. Liquidator's Expenses

In accordance with Statement of Insolvency Practice 9 (Payments to insolvency office holders and their associates) ("SIP 9") the basis of disbursement allocation in respect of disbursements incurred by an office-holder in connection with the administration of the estate must be fully disclosed to creditors. Disbursements are categorised as either Category 1 or Category 2.

Category 1 expenses are directly referable to an invoice from a third party, which is either in the name of the estate or Cromwell & Co Insolvency Practitioners. In the case of the latter, the invoice makes reference to, and therefore can be directly attributed to, the estate. These disbursements are recoverable in full from the estate without the prior approval of creditors either by a direct payment from the estate or, where the firm has made payment on behalf of the estate, by a recharge of the amount invoiced by the third party. Examples of category 1 disbursements are statutory advertising, external meeting room hire, external storage, specific bond insurance and Company search fees.

Category 2 expenses are incurred by the firm and recharged to the estate; they are not attributed to the estate by a third party invoice and/or they may include a profit element. These disbursements are recoverable in full from the estate, subject to the basis of the disbursement charge being approved by creditors in advance. Examples of category 2 disbursements are photocopying, internal room hire, internal storage and mileage.

A schedule of expenses incurred in these proceedings is located at Appendix D.

8. Members' Rights

Rule 18.9 of the Insolvency (England and Wales) Rules 2016 (Creditors' and members' requests for further information in administration, winding up and bankruptcy)

The following may make a written request to the office-holder for further information about remuneration or expenses (other than pre-administration costs in an administration) set out in a progress report under rule 18.4(1)(b), (c) or (d) or a final report under rule 18.14:-

- a secured creditor;
- an unsecured creditor with the concurrence of at least 5% in value of the unsecured creditors (including the creditor in question);
- members of the company in a members' voluntary winding up with at least 5% of the total voting rights of all the members having the right to vote at general meetings of the company;
- any unsecured creditor with the permission of the court; or
- any member of the company in a members' voluntary winding up with the permission of the court.

A request, or an application to the court for permission, by such a person or persons must be made or filed with the court (as applicable) within 21 days of receipt of the report by the person, or by the last of them in the case of an application by more than one member or creditor.

The office-holder must, within 14 days of receipt of such a request respond to the person or persons who requested the information by-

- providing all of the information requested;
- providing some of the information requested; or
- declining to provide the information requested.

The office-holder may respond by providing only some of the information requested or decline to provide the information if-

- the time or cost of preparation of the information would be excessive; or
- disclosure of the information would be prejudicial to the conduct of the proceedings;
- disclosure of the information might reasonably be expected to lead to violence against any person; or
- the office-holder is subject to an obligation of confidentiality in relation to the information.

An office-holder who does not provide all the information or declines to provide the information must inform the person or persons who requested the information of the reasons for so doing.

A creditor, and a member of the company in a members' voluntary winding up, who need not be the same as the creditor or members who requested the information, may apply to the court within 21 days of—

- the office-holder giving reasons for not providing all of the information requested; or
- the expiry of the 14 days within which an office-holder must respond to a request.

The court may make such order as it thinks just on an application under paragraph (6).

Rule 18.34 of the Insolvency (England and Wales) Rules 2016 (Remuneration and expenses: application to court by a creditor or member on grounds that remuneration or expenses are excessive)

This rule applies to an application in an administration, a winding-up or a bankruptcy made by a person mentioned in paragraph (2) on the grounds that—

- the remuneration charged by the office-holder is in all the circumstances excessive;
- the basis fixed for the office-holder's remuneration under rules 18.16, 18.18, 18.19, 18.20 and 18.21 (as applicable) is inappropriate; or
- the expenses incurred by the office-holder are in all the circumstances excessive.

The following may make such an application for one or more of the orders set out in rule 18.36 or 18.37 as applicable—

- a secured creditor,
- an unsecured creditor with either—
 - (i) the concurrence of at least 10% in value of the unsecured creditors (including that creditor), or
 - (ii) the permission of the court, or

in a members' voluntary winding up—

- (i) members of the company with at least 10% of the total voting rights of all the members having the right to vote at general meetings of the company, or
- (ii) a member of the company with the permission of the court.

The application by a creditor or member must be made no later than eight weeks after receipt by the applicant of the progress report under rule 18.3, or final report or account under rule 18.14 which first reports the charging of the remuneration or the incurring of the expenses in question ("the relevant report").

9. EC Regulations

The EC Regulation on Insolvency Proceedings 2000 ("the Regulations") apply to these proceedings. These proceedings are main proceedings as defined by Article 3 of the Regulations as the Company's centre of main interests and its registered office is located in England and Wales.

10. Quality of Service and Code of Ethics

My staff and I endeavour to provide the best possible standards at all times.


As an Insolvency Practitioner, I am bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment, as well as the regulations of my professional body. Further information can be found at <http://www.insolvency-practitioners.org.uk/regulation-and-guidance/ethics-code>. I confirm that I have not identified any threats to the ethical fundamental principles in respect of this appointment.

Information under The Provision of Services Regulations 2009 can be viewed and/or downloaded at <http://www.cromwellinsolvency.co.uk/wp-content/uploads/2018/02/PSRS.pdf>. This document provides details of my licensing body, how my firm deals with complaints and details of my professional indemnity insurance.

If you would like to make any comments, suggestions, raise a query or make a complaint about the service you have received, please contact me at info@cromwellinsolvency.co.uk. I will provide a response within 21 days.

11. Conclusion

If members have any queries regarding these proceedings, or if they require hard copies of any of the documents made available online, they should contact me on 0800 061 4002.

Signed: 
Kieran Bourne
Liquidator

Dated: 17 March 2020

COST AND COMMERCIAL SERVICES LIMITED
(In Liquidation)

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	<hr/>
	29,965.98
Balance In Hand	0.00
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	29,965.98
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Appendix B – Detailed Schedule of Work Undertaken in the Period

<p>ADMINISTRATION AND PLANNING</p>	<p>Work undertaken during the period</p> <p>Dealing with all appointment formalities including notification to relevant parties, the Registrar of Companies, and statutory advertising, requiring the completion of a Declaration of Solvency and filing the same with the Registrar of Companies, establishing the existence of any pension schemes, arranging collection of the Company's books records and accounting information and scheduling the same, obtaining approval to the basis of the Insolvency Practitioner's fees, setting up physical/electronic case files, setting up a case on my firm's electronic case management system and maintaining the same, reviewing and completing case diary lines and checklists to ensure compliance with insolvency legislation, Statements of Insolvency Practice and of my regulatory body, obtaining a specific penalty bond (this is insurance required by statute that every insolvency office-holder has to obtain for the protection of each estate) and reviewing the adequacy of the specific penalty bond in place on a periodical basis, dealing with all routine correspondence and emails relating to the case, opening, managing and maintaining the office-holder's estate bank account and undertaking regular reconciliations of the bank account containing estate funds, undertaking periodical reviews of the progress of the case, preparing, reviewing and issuing progress report to members, and filing the same at Companies House, corresponding with the Company's accountants, its bankers and agents, collating time cost information on the work undertaken by each member of the Liquidator's team and complying with Statement of Insolvency Practice 9 ("SIP 9"), cashiering, statutory returns and dealing with various other sundry matters.</p> <p>NB This represents the work that is involved in the routine administrative functions of the case by the office-holder and their staff, together with the control and supervision of the work done on the case by the office-holder. Although this work does not give a direct financial benefit to members, it is required to be undertaken by the office-holder to meet their requirements under insolvency legislation and Statements of Insolvency Practice ("SIPs") which set out required practice that office-holders must follow.</p>
<p>REALISATION OF ASSETS</p>	<p>Work undertaken during the period</p> <p>Liaising with the Company's bankers to ascertain whether any funds held in the Company's bank account could be recovered, whether any post-Liquidation credits were received by them, investigations of whether there are any other assets of the Company which were not disclosed, consideration of any VAT bad debt relief claims, and consideration of any mis-selling claims the Company may have had.</p> <p>NB This is the work that needs to be undertaken to protect and realise the known assets of the case. This work will usually have a direct financial benefit to members and was required to be undertaken to protect and realise any assets of the Company.</p>

Appendix C - Schedule of Expenses Incurred

EXPENSES	Expenses incurred to date (£)	Expenses drawn to date (£)	Comments
Category 1			
Statutory Advertising	238.95	238.95	Recovered
Bonding	80.00	80.00	Recovered

My expenses have not exceeded those detailed in my original expenses estimate provided in these proceedings under Rule 18.16 of The Insolvency (England and Wales) Rules 2016.