

# LIQ03

## Notice of progress report in voluntary winding up



Companies House

FRIDAY



A19 \*A865Z61F\* 24/05/2019 #83  
COMPANIES HOUSE

se  
e

### 1 Company details

Company number 0 8 2 8 9 9 0 4

Company name in full Flow Plumbing & Heating Specialist Ltd

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

### 2 Liquidator's name

Full forename(s) Kevin

Surname Lucas

### 3 Liquidator's address

Building name/number 2 Pacific Court

Street Atlantic Street

Post town Altrincham

County/Region Cheshire

Postcode W A 1 4 5 B J

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.

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**6** Period of progress report

From date	<sup>d</sup>	<sup>d</sup>	<sup>m</sup>	<sup>m</sup>	<sup>y</sup>	<sup>y</sup>	<sup>y</sup>	<sup>y</sup>
	2	8	0	3	2	0	1	8
To date	<sup>d</sup>	<sup>d</sup>	<sup>m</sup>	<sup>m</sup>	<sup>y</sup>	<sup>y</sup>	<sup>y</sup>	<sup>y</sup>
	2	7	0	3	2	0	1	9

**7** Progress report

☒ The progress report is attached

**8** Sign and date

Liquidator's signature

Signature

X

X




Signature date

<sup>d</sup>	<sup>d</sup>	<sup>m</sup>	<sup>m</sup>	<sup>y</sup>	<sup>y</sup>	<sup>y</sup>	<sup>y</sup>

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	<b>Presenter information</b>
<p>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.</p>	
Contact name	
Company name	Lucas Johnson Limited
Address	2 Pacific Court Pacific Road
Post town	Atlantic Street
County/Region	
Postcode	A l t r i n c h a
Country	
DX	
Telephone	0161 929 8666
	<b>Checklist</b>
<p>We may return forms completed incorrectly or with information missing.</p>	
<p>Please make sure you have remembered the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> The company name and number match the information held on the public Register.</li> <li><input type="checkbox"/> You have attached the required documents.</li> <li><input type="checkbox"/> You have signed the form.</li> </ul>	

	<b>Important information</b>
<p>All information on this form will appear on the public record.</p>	
	<b>Where to send</b>
<p>You may return this form to any Companies House address, however for expediency we advise you to return it to the address below:</p> <p>The Registrar of Companies, Companies House, Crown Way, Cardiff, Wales, CF14 3UZ. DX 33050 Cardiff.</p>	
	<b>Further information</b>
<p>For further information please see the guidance notes on the website at <a href="http://www.gov.uk/companieshouse">www.gov.uk/companieshouse</a> or email <a href="mailto:enquiries@companieshouse.gov.uk">enquiries@companieshouse.gov.uk</a></p> <p>This form is available in an alternative format. Please visit the forms page on the website at <a href="http://www.gov.uk/companieshouse">www.gov.uk/companieshouse</a></p>	

# **FLOW PLUMBING & HEATING SPECIALIST LTD - IN LIQUIDATION**

**Liquidator's second Annual Progress Report pursuant to Section 104A of the Insolvency Act  
1986  
For the period from 28 March 2018 to 27 March 2019**

**FLOW PLUMBING & HEATING SPECIALIST LTD - IN LIQUIDATION  
FOR THE PERIOD FROM 28 MARCH 2018 TO 27 MARCH 2019**

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**FLOW PLUMBING & HEATING SPECIALIST LTD - IN LIQUIDATION  
FOR THE PERIOD FROM 28 MARCH 2018 TO 27 MARCH 2019**

**1. STATUTORY INFORMATION**

Date of Winding Up Resolution:	28 March 2017
Name of Liquidator:	Kevin Lucas of Lucas Johnson Limited, 2 Pacific Court, Pacific Road, Atlantic Street, Altrincham, Cheshire WA14 5BJ
Date of Appointment:	28 March 2017
Company Name:	Flow Plumbing & Heating Specialist Ltd ("the Company")
Trading Styles:	N/A
Registered Number:	08289904
Registered Office:	2 Pacific Court, Pacific Road, Atlantic Street, Altrincham, Cheshire, WA14 5BJ
Changes in Office Holder:	None

**2. INTRODUCTION**

- 2.1 A resolution to wind up the above Company was passed on 28 March 2017, when Kevin Lucas was appointed Liquidator.
- 2.2 This is the second annual progress report to creditors and covers the period from 28 March 2018 to 27 March 2019 and is issued pursuant to Section 104A of the Insolvency Act to provide creditors with an update on the progress of the Liquidation. This report should be read in conjunction with the Liquidator's previous report.
- 2.3 References in this report to rules and sections are, unless expressly provided otherwise, respectively references to the rules of the Insolvency (England & Wales) Rules 2016 and to sections of the Insolvency Act 1986.

**3. PROGRESS OF THE LIQUIDATION DURING THE REPORTING PERIOD**

*Book Debts*

- 3.1 The Liquidator is still attempting to obtain details of the book debtor from the director. If this is not forthcoming the Liquidator will consider taking court action to compel the cooperation of the director.

*Director's Loan Account*

- 3.2 As previously advised the director had an overdrawn director's loan account ("DLA") in the sum of £7,586. The Liquidator has been in communication with the director but as yet no funds have been received. If satisfactory payment proposals are not received in the near future the Liquidator will consider seeking recovery through the courts.

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*Future Realisations*

- 3.3 The only potential realisations are in respect of the Book Debts and overdrawn DLA as detailed above.

**4. RECEIPTS AND PAYMENTS ACCOUNT**

- 4.1 A Receipts and Payments Account for the period is attached at Appendix 1.

**5. LIQUIDATOR'S REMUNERATION, DISBURSEMENTS AND EXPENSES**

*Remuneration*

- 5.1 The Liquidator's remuneration has not yet been approved and therefore the Liquidator is now convening a decision procedure to approve the payment of the fee for the preparation of the statement of affairs, the basis of his remuneration and the drawing of Category 2 disbursements. Notice of the decision procedure is enclosed together with a proof of debt form which should be returned to me unless this has been lodged by you previously.
- 5.2 Creditors are required to approve the Liquidator's remuneration under Rule 18.16 of the Insolvency (England & Wales) Rules 2016 ("the Rules"). It is proposed that the basis upon which the Liquidator's remuneration be fixed is by reference to time properly given by him and his staff in attending to matters arising in the liquidation as set out in the fee estimate.
- 5.3 The Liquidator's time costs for the period 28 March 2018 to 27 March 2019 are £2,675.00 and are shown in more detail in Appendix 2. This represents 11.5 hours at an average hourly rate of £232.61. Time has been mainly spent on Admin & Planning; below is further guidance on the work involved for each category:

Category	Description of work undertaken
Admin & Planning	Dealing with Statutory reporting and filing requirements, including the annual report to creditors and HMRC returns; maintenance of records & files, case strategy and reviews.
Realisation of Assets	Correspondence with the director in relation to the outstanding debtor information and his overdrawn DLA.

- 5.4 The Liquidator's total time costs to date since the commencement of the Liquidation are £6,787.50. This represents 32.5 hours at an average hourly rate of £208.85.
- 5.5 The Liquidator has drawn no remuneration in the period of this report.

*Disbursements*

- 5.6 Disbursements incurred by the Liquidator are split into two categories:
- Category 1 disbursements are items of specific expenditure that are directly related to the case, where exact costs can be ascertained and recharged without profit, and are usually referable to an independent external supplier's invoice.
  - Category 2 disbursements are additional items of incidental expenditure that relate to the estate but are either not directly attributable, or include an element of shared or allocated cost and which are based on a reasonable method of calculation. Approval is being sought through the attached decision procedure.

**FLOW PLUMBING & HEATING SPECIALIST LTD - IN LIQUIDATION  
FOR THE PERIOD FROM 28 MARCH 2018 TO 27 MARCH 2019**

- 5.7 No Category 1 disbursements have been incurred or recharged in the period.
- 5.8 Category 2 disbursements incurred are shown at Appendix 2. As required by Statement of Insolvency Practice Number 9, a schedule of the Liquidator's charge out rates and disbursement charging policies is shown at Appendix 3.
- 5.9 During the period no Category 2 disbursements have been drawn.
- 5.10 A copy of 'A Creditors' Guide to Liquidators' Fees' which provides guidance on creditors' rights on how to approve and monitor a Liquidator's remuneration and on how the remuneration is set is available at <http://www.lucasjohnson.co.uk/downloads/fee-guides/>. Alternatively, if you require a hard copy of the Guide, please contact the Liquidator's office.

*Expenses*

- 5.11 No Liquidator's expenses have been incurred or paid during the reporting period.

**6. OTHER MATTERS AND INFORMATION TO ASSIST CREDITORS**

*Outcome for Secured Creditors*

- 6.1 There are no secured creditors in this matter.

*Outcome for Preferential Creditors*

- 6.2 There are no preferential creditors in this matter.

*Prescribed Part pursuant to Section 176A of the Act*

- 6.3 Under Section 176A of the Act a Liquidator is required to set aside a proportion of the realisations for unsecured creditors where there is a secured creditor who holds a qualifying floating charge created on or after 15 September 2003. This is known as the Prescribed Part.
- 6.4 As there are no qualifying floating charges registered at Companies House, the Prescribed Part does not apply in this matter.

*Outcome for Unsecured Creditors*

- 6.5 The director's Statement of Affairs detailed unsecured creditors of £57,951. As at the date of this report, claims totalling £67,324 have been received from unsecured creditors.
- 6.6 On current information there is not likely to be any dividend payable to unsecured creditors as any funds realised will be used for defraying the expenses of the liquidation.

*Creditors' rights*

- 6.7 In accordance with Rule 18.34 of the Rules, any secured creditor, or any unsecured creditor with either the concurrence of at least 10% in value of the creditors or the permission of the court, may, where it is believed the basis or quantum of remuneration or expenses charged by the Liquidator are, in all the circumstances, excessive or inappropriate, apply to the court within the prescribed period for an order adjusting the remuneration or expenses.



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- 6.8 In accordance with Rule 18.9 of the Rules a secured creditor, or an unsecured creditor with either the concurrence of at least 5% in value of the unsecured creditors or the permission of the court has the right to make a request in writing to the Liquidator for further information about remuneration or expenses set out in this progress report. If no response is received within 14 days any creditor has the right to apply to court within the subsequent 21 day period for the court to make such order as it thinks just.

*Next Report to Creditors*

- 6.9 The next report to creditors will be sent out to creditors following the next anniversary of the Liquidation or the conclusion of the winding up, whichever may be sooner.

**Kevin Lucas  
Liquidator**

**01 May 2019**

**APPENDIX 1 – RECEIPTS AND PAYMENTS ACCOUNT**

**FLOW PLUMBING & HEATING SPECIALIST LTD - IN LIQUIDATION**

**RECEIPTS AND PAYMENTS ACCOUNT FOR THE PERIOD 28 MARCH 2018 TO 27 MARCH 2019**

**Flow Plumbing & Heating Specialist Ltd**  
**(In Liquidation)**  
**Liquidator's Summary of Receipts & Payments**

Statement of Affairs		From 28/03/2018 To 27/03/2019	From 28/03/2017 To 27/03/2019
£		£	£
	HIRE PURCHASE		
(22,049.00)	Volkswagen Financial Services	NIL	NIL
22,049.00	Volkswagen Transporter	NIL	NIL
		NIL	NIL
	ASSET REALISATIONS		
6,000.00	Book Debts	NIL	NIL
Uncertain	Directors Loan Account	NIL	NIL
		NIL	NIL
	COST OF REALISATIONS		
	Liquidators Disbursements	NIL	NIL
	Liquidators Fees	NIL	NIL
	Preparation of Statement of Affairs	NIL	NIL
		NIL	NIL
	UNSECURED CREDITORS		
(24,535.69)	HM Revenue & Customs - PAYE/NIC	NIL	NIL
(7,543.03)	HM Revenue & Customs - VAT	NIL	NIL
(13,528.76)	Lloyds Bank plc	NIL	NIL
(12,343.49)	Trade & Expense Creditors	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(1.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(51,951.97)		NIL	NIL
	REPRESENTED BY		
			NIL

**APPENDIX 2 – SIP 9 TIME ANALYSIS AND CATEGORY 2 DISBURSEMENTS**

**FLOW PLUMBING & HEATING SPECIALIST LTD - IN LIQUIDATION**

**TIME ANALYSIS FOR THE PERIOD 28 MARCH 2018 TO 27 MARCH 2019**

# Time Entry - SIP9 Time & Cost Summary

F0017 - Flow Plumbing & Heating Specialist Ltd  
All Post Appointment Project Codes  
From: 28/03/2018 To: 27/03/2019

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Admin & Planning	2.20	0.00	5.00	0.60	7.80	1,830.00	234.62
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investigations	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Pre Appointment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Realisation of Assets	0.70	0.00	3.00	0.00	3.70	845.00	228.38
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Hours</b>	<b>2.90</b>	<b>0.00</b>	<b>8.00</b>	<b>0.60</b>	<b>11.50</b>	<b>2,675.00</b>	<b>232.61</b>
<b>Total Fees Claimed</b>						<b>0.00</b>	
<b>Total Disbursements Claimed</b>						<b>0.00</b>	

# Time Entry - SIP9 Time & Cost Summary

## Category 2 Disbursements

F0017 - Flow Plumbing & Heating Specialist Ltd  
From: 28/03/2018 To: 27/03/2019

Other amounts paid or payable to the office holders firm or to party in which the office holder or his firm or any associate has an interest.

Transaction Date	Type and Purpose	Disbursement Category	Amount
17/05/2018	Photocopying and Stationery Postage & Stationery	Category 2	80.00
Total			80.00

## **APPENDIX 3 – OFFICE HOLDER’S FEES AND DISBURSEMENTS POLICY**

### **Fees based on Time Properly Given and the Estimation of Fees**

Each member of staff involved with the case will time charge on an individual basis. The hourly cost of each member of staff shall be calculated in accordance with their experience and resultant grade within the practice.

### **Recording of Fees**

Time is formally recorded in prescribed categories in units of 6 minutes. All units of time properly spent, shall be recorded on a formal time management system and retained throughout appointment, irrespective of the basis of fees.

### **Charge Out Rates**

A table of current hourly charge out rates is provided below:

<b>Charges for usual cases</b>	<b>(£)</b>
<b>Partner/Director/Consultant</b>	<b>350</b>
<b>Manager/Senior Manager</b>	<b>250-275</b>
<b>Assistant Manager</b>	<b>225</b>
<b>Administrator/Senior Administrator</b>	<b>150-200</b>
<b>Cashier<sup>(#)</sup></b>	<b>100</b>
<b>Junior and Support Staff</b>	<b>100</b>

A table of hourly charge out rates prior to 31 December 2015 is provided below:

<b>Charges for usual cases</b>	<b>(£)</b>
<b>Partner/Director/Consultant</b>	<b>300</b>
<b>Manager/Senior Manager</b>	<b>200-250</b>
<b>Assistant Manager</b>	<b>190</b>
<b>Administrator/Senior Administrator</b>	<b>125-175</b>
<b>Cashier<sup>(#)</sup></b>	<b>75</b>
<b>Junior and Support Staff</b>	<b>75</b>

(#) Please note that time charged by our cashiers relates only to accounting matters relevant to the case.

The basis upon which the Office Holder determines the appropriate charge out rate on the complexity of the case is detailed in the respective independent creditors’ guides to fees, available to download from our company website or by email from this office.

The Office Holder reserves the right to uplift both the hourly rates and category 2 disbursements periodically without further recourse to the creditors. By law, such increases must be disclosed to creditors within each statutory report. Where such increases affect the total fees incurred and take these over the totality of any fee resolution proposed previously, an additional fee resolution will be sent to creditors for their consideration.

### **Support Staff**

In an effort to minimise costs to the case, it is necessary to use support staff to undertake certain matters. Support staff time is charged in the same manner as technical staff on the rates outlined above.

### **Fees Charged on Fixed Fee Basis**

Fixed fees are per matter. Fixed fees may be charged in relation to any specific or general aspect of a case. For example, all statutory reporting may be charged at a fixed fee irrespective of what reporting is required, or alternatively correspondence with creditors may be charged at a fixed rate of £50 per creditor per annum, similarly correspondence with employees, directors, shareholders may all be charged on a fixed cost basis per annum. Any costs shown for these fees should not usually change from that guide provided.

### **VAT**

Services provided by Insolvency practitioners are subject to VAT, except when acting as Nominee or Supervisor of an estate.

Our fees will be subject to VAT at the appropriate rate.

Where the case is not registered for VAT, VAT shall be shown as an irrecoverable expense of the estate.

### **Expenses and Disbursements**

Every case dealt with will incur expenses in addition to fees. These expenses will often also be referred to as disbursements.

Expenses will cover a number of areas, such as advertising, insolvency practitioner insurance and legal fees.

Where the Office Holder or his firm pays these out of their own funds (e.g. the firm's office account) these will be classed as Disbursements. The Office Holder is required to explain the amount and nature of such disbursements whenever a formal abstract of accounts is produced.

Regulations require that we separate Category 1 and 2 disbursements for your information. An explanation of which is as follows:

#### Category 1 Disbursements:

Category 1 disbursements are expenses directly attributable to the case, where exact costs can be ascertained and recharged without profit. These can, but are not limited to, include insolvency bonds, advertising, company searches, post redirection orders, postage, external room hire, external storage as well as public transport and accommodation costs incurred by staff whilst attending to the administration of the estate.

#### Category 2 Disbursements

Category 2 disbursements are additional overheads that relate to the estate but are either not directly attributable to it, or the exact cost is not ascertainable and therefore cannot be precisely recharged. These expenses include, inter alia, stationery, photocopying and storage costs.

Any authorised category 2 disbursements which have been charged shall be shown in the statutory abstract of accounts

The following is a current schedule of category 2 disbursements which may (\*) be charged by Lucas Johnson

- Mileage shall be recharged at 50pence per mile;
- Storage of books and records at £30 per box per annum;
- Fixed charge to cover all and any circulars/correspondence at £10 per relevant party (creditors, employees, directors, members) per annum;
- Internal meeting room (where required) charged at £50 per hour or part thereof.

(\*) Lucas Johnson does not ordinarily recover all category 2 disbursements, but reserves the right to do so, where such disbursements are substantial and appropriate sanction has been obtained.

The following items of expenditure will normally be treated as general office overheads by the Office Holder and will not be charged to the case:

- Telephone and facsimile;
- Printing and photocopying;
- Stationery;
- Email addresses or telephone numbers set up and used exclusively for the case;
- Destruction of boxes

### **Code of Ethics**

I am required to advise that I am bound by the Code of Ethics of my regulator, ICAEW. The Code of Ethics can be located directly from the ICAEW at <https://www.icaew.com/membership/regulations-standards-and-guidance/ethics/code-of-ethics-d>