

LIQ03

Notice of progress report in voluntary winding up



Companies House

THURSDAY



A26 *A89XFDJE* #226
18/07/2019
COMPANIES HOUSE

1 Company details

Company number 0 8 4 4 0 8 1 2

Company name in full Granite Grand Design Ltd

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

2 Liquidator's name

Full forename(s) Brendan P

Surname Hogan

3 Liquidator's address

Building name/number 4th Floor Churchgate House

Street

Post town Bolton

County/Region

Postcode B L 1 1 H L

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

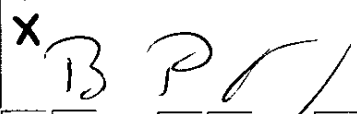
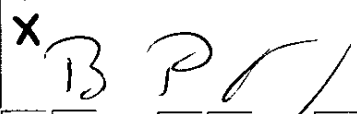

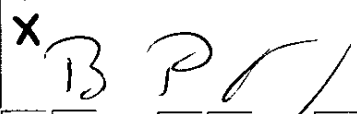
Postcode

Country

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

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6	Period of progress report																	
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2	8	0	5	2	0	1	9											
7	Progress report																	
	<input checked="" type="checkbox"/> The progress report is attached																	
8	Sign and date																	
Liquidator's signature	<table border="1"><tr><td colspan="8">Signature</td></tr><tr><td colspan="8"></td></tr></table>	Signature																
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1	7	0	7	2	0	1	9											

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	Brendan P Hogan
Company name	Anderson Brookes Insolvency Practitioners Limited
Address	4th Floor Churchgate House
Post town	Bolton
County/Region	
Postcode	B L 1 1 H L
Country	
DX	
Telephone	01204 255 051

**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

TO ALL KNOWN CREDITORS

17 July 2019

Dear Sirs,

Granite Grand Design Ltd – In Creditors Voluntary Liquidation

Registered Company No.: 08440812

Registered Office: 4th Floor, Churchgate House, Churchgate, Bolton, BL1 1HL

Former Registered Office: 3 Bairds Industrial Estate, Grevatts, Littlehampton, West Sussex, BN17 5RX

Date of Appointment: 29 May 2018

I, Brendan P Hogan of Anderson Brookes Insolvency Practitioners Ltd, refer to my appointment as Liquidator of the above-named Company on 29 May 2018. I have pleasure in submitting my annual progress report to creditors on the first anniversary of the liquidation, together with my receipts and payments account at **Appendix I**.

ADMINISTRATION AND PLANNING

I am required to meet a considerable number of statutory and regulatory obligations. Whilst many 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 detailed list of these tasks can be seen at **Appendix II**.

INVESTIGATIONS

During the review period, I have carried out an initial review of the Company's affairs in the period prior to appointment. This has included seeking information and explanations from the Director; making enquiries of the Company's accountants; reviewing information received from creditors; and collecting and examining the Company's bank statements, accounts and other records. The Director has provided the Company books and records, completed questionnaire and completed a Statement of Affairs.

The information gained from this process enabled me to meet my statutory duty to submit a confidential report on the conduct of the Director to the Insolvency Service.

This work was also carried out with the objective of making an initial assessment as to whether there were any matters which 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.

This initial assessment revealed matters that merited further investigation, however full details are not disclosed in this report to ensure the outcome of my investigations is not jeopardised. A detailed update will be provided in due course.

Although this work has not generated any financial benefit to creditors, it was necessary to meet the statutory duties as well as conduct appropriate enquiries and investigations into potential rights of actions to enhance realisations.

ASSET REALISATIONS

Detailed below is key information regarding of Company assets and realisations made during the review period.

Plant and Machinery

The Company's Statement of Affairs detailed plant and machinery with a book value of £3,000. Prior to my appointment, JPS Chartered Surveyors ("JPS") valued the assets with a market value of £3,000. An unassociated third party made an offer of £3,000 inc VAT to purchase the plant and machinery which was subsequently accepted, and the funds were held pending the appointment of a liquidator. Upon my appointment, JPS remitted the funds to the liquidation on 31 May 2018 following the satisfaction of their fees. No further realisations are expected in this regard.

Business Rates

The Company was liable for the business rates of their trading premises at 3 Bairds Industrial Estate, Grevatts, Littlehampton, West Sussex, BN17 5RX. PCA Recovery have been instructed to conduct investigations as to whether the Company may be entitled to receive a refund for any overpayment of business rates. Any refund due will be received into the liquidation for the benefit of creditors following satisfaction of the agent's fees.

CREDITORS

There has been insufficient realisations in the liquidation to make a distribution to any class of creditor.

Secured creditors

The Company has no secured creditors and as such has not granted a floating charge to any creditor after the 15 September 2003 and consequently there will be no prescribed part.

Preferential creditors

The Company has no preferential creditors.

Unsecured creditors

The Company's statement of affairs detailed 11 unsecured creditors with estimated claims of £39,221.76. To date, final claims have been received from 6 creditors and total £24,314.53.

All claims will be adjudicated upon should a distribution to unsecured creditors be possible. A proof of debt form can be found at **Appendix VI**. Creditors who have not yet submitted their claim should complete and return this form together with supporting documentary evidence to my office.

FEES AND EXPENSES

It is the firm's practice to ensure that work is conducted by the appropriate staff member at the appropriate level of experience. Junior members of staff deal with the day to day administration on cases and a manager and Director then oversee the work undertaken. Where the issues are complex and litigious, the work will be closely supervised or undertaken by a senior manager or Director.

Statement of Affairs Fee

At a virtual meeting held on 29 May 2018, a fixed fee of £3,500 plus VAT to be paid from the assets of the Company was agreed. To date, £3,400 of the Statement of Affairs fee has been settled, of which £400 has been paid by the Director personally.

Liquidator's Remuneration

The basis of my fees was approved by creditors on 29 May 2018 in accordance with the following resolution:

"That the basis of the Liquidator's fees be fixed by reference to the time properly given by the Liquidator and his staff in attending to matters arising in the Winding Up of the Company, such time to be charged at the prevailing standard hourly charge out rates used by the firm at the time when the work is performed."

The time costs for the period 29 May 2018 to 28 May 2019 total £3,818.00, representing 18.00 hours at an average hourly rate of £212.11. No amount has been drawn on account of time costs incurred. A breakdown of time costs for the period, and a comparison between these figures and the original estimate, are detailed at **Appendix III** and **Appendix IV** respectively.

Having regard for the costs that are likely to be incurred in bringing this Liquidation to a close, I consider that:

- the original fees estimate is unlikely to be exceeded; and
- the original expenses estimate has been exceeded.

Disbursements

The category 1 disbursements paid for in the period 29 May 2018 to 28 May 2019 total £503.00 and are detailed at **Appendix V**. This represents the reimbursement of actual out of pocket payments made in relation to the assignment.

Creditors approved that I be authorised to recover all Category 2 disbursements, calculated on the basis detailed in this firm's disbursement policy. In the period 29 May 2018 to 28 May 2019, no category 2 disbursements have been paid.

The firm's current charge out rates and disbursement policy are attached at **Appendix VI**.

Information about this insolvency process may be found on the R3 website at:

<http://www.creditorinsolvencyguide.co.uk/>.

A full copy of a creditors' guide to fees can be downloaded from the following site:

https://www.r3.org.uk/media/documents/publications/professional/Guide_to_Liquidators_Fees.pdf

A hard copy of both the Creditors' Guide and the firm's charge-out rate and disbursement policy may be obtained on request.

Other professional costs

JPS Chartered Surveyors ("JPS")

JPS were instructed as agents and valuers in relation to the sale of the Company assets. Their costs have been agreed on the basis of their standard sales commission rate of 10% of realisations, plus disbursements and VAT. The agents' fees for the period 29 May 2018 to 28 May 2019 amount to £250 plus VAT, which has been paid in full.

PCA Recovery

PCA Recovery were instructed to conduct investigations as to whether the Company may be entitled to receive a refund for any overpayment of business rates. Their costs have been agreed at 20% of any funds reclaimed. The agent's fees will only become payable upon receipt of any business rates refund due.

CREDITORS' RIGHTS

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 my remuneration and expenses, within 21 days of receipt of this report. Any secured creditor may request the same details in the same time limit.

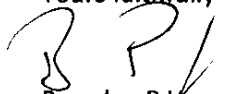
An unsecured creditor may, with the permission of the court or with the concurrence of 10% in value of the creditors (including the creditor in question), apply to court to challenge the amount and/or basis of my fees and the amount of any proposed expenses or expenses already incurred, within 8 weeks of receipt of this report. Any secured creditor may make a similar application to court within the same time limit.

EU REGULATIONS (WHETHER PROCEEDINGS ARE MAIN PROCEEDINGS OR TERRITORIAL)

The Company's center of main interest was in the UK as their registered office and trading address was 3 Bairds Industrial Estate, Grevatts, Littlehampton, West Sussex, BN17 5RX. It is therefore considered that the EU Regulations apply. These proceedings are main proceedings as defined in the EU Regulation.

Should you require any further information, please do not hesitate to contact Rebecca Marsden at this office on 01204 255 051.

Yours faithfully


Brendan P. Hogan
Liquidator

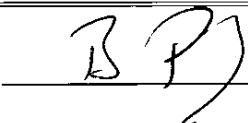
Granite Grand Design Ltd
(In Liquidation)
Liquidator's Summary of Receipts and Payments

RECEIPTS	Statement of Affairs (£)	From 29/05/2018 To 28/05/2019 (£)	From 29/05/2019 To 17/07/2019 (£)	Total (£)
Plant and Machinery	3,000.00	3,000.00	0.00	3,000.00
Director Contributions		400.00	0.00	400.00
		3,400.00	0.00	3,400.00

PAYMENTS				
Specific Bond		40.00	0.00	40.00
Preparation of S. of A.		2,750.00	0.00	2,750.00
JPS Chartered Surveyors Fees		250.00	0.00	250.00
Statutory Advertising		213.00	0.00	213.00
Trade & Expense Creditors	(21,921.76)	0.00	0.00	0.00
Directors	(6,000.00)	0.00	0.00	0.00
Banks/Institutions	(10,000.00)	0.00	0.00	0.00
Inland Revenue	(1,300.00)	0.00	0.00	0.00
Ordinary Shareholders	(2.00)	0.00	0.00	0.00
		3,253.00	0.00	3,253.00
Net Receipts/(Payments)		147.00	0.00	147.00

MADE UP AS FOLLOWS

Bank 1 Current	47.00	0.00	47.00
VAT Receivable / (Payable)	100.00	0.00	100.00
	147.00	0.00	147.00



 Brendan P Hogan
 Liquidator

Appendix II

Granite Grand Design Ltd

Detailed list of work undertaken for the review period 29 May 2018 to 28 May 2019

General Description	Inclusions
	Filing of documents to meet statutory requirements including annual receipts and payments accounts Annual corporation tax returns Quarterly VAT returns Advertising in accordance with statutory requirements Bonding the case for the value of the assets
Document and evidence file review / checks	Filing of documents Periodic file reviews documenting strategy Periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards Maintenance of statutory and case progression task lists/diaries Updating checklists
Bank account administration	Preparing correspondence opening and closing accounts Requesting bank statements Bank account reconciliations Correspondence with bank regarding specific transfers Maintenance of the estate cash book Banking remittances and issuing cheques/BACS payments
Planning / Review	Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case
Books and records / storage	Dealing with records in storage Sending job files to storage
Pension scheme	Identifying whether there is a pension scheme
Reports	Circulating initial report to creditors upon appointment Preparing annual progress report, investigation and general reports to creditors
Creditors' decisions	Preparation of decision procedure notices, proxies/voting forms and advertisements Notice of decision procedure to all known creditors Collate and examine proofs and proxies/votes to conclude decisions Preparation of meeting file, including agenda, certificate of postage, attendance register, list of creditors, reports to creditors, advertisement of meeting and draft minutes of meeting Responding to queries and questions following decisions
Investigations	
SIP 2 Review	Collection and making an inventory of company books and records Correspondence to request information on the company's dealings, making further enquiries of third parties Reviewing questionnaires submitted by creditors and directors Reviewing company's books and records
Statutory reporting on conduct of director(s)	Preparing statutory investigation reports Liaising with Insolvency Service Submission of report with the Insolvency Service Preparation and submission of supplementary information if required Assisting the Insolvency Service with its investigations
Realisation of Assets	
Plant and Machinery	Monitoring progression of sale Agreeing fees and ensuring successful collection and sale
Creditors and Distributions	
Creditor Communication	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via facsimile, email and post
Dealing with proofs of debt ("POD")	Receipting and filing POD when not related to a dividend Corresponding with RPO regarding POD when not related to a dividend
Processing proofs of debt	Preparation of correspondence to potential creditors inviting submission of POD Receipt of POD

Time Entry - Cumulative Detailed SIP9 Time & Cost Summary

GRAN01 - Granite Grand Design Ltd
 From: 29/05/2018 To: 28/05/2019
 Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Avg Hourly Rate (£)	Hours Cum (POST Only)	Time Costs Cum (POST Only)
305 Accounting Information	0.00	0.50	0.50	0.00	1.00	175.00	175.00	1.00	175.00
307 Case Review	0.50	2.00	2.00	0.00	4.50	875.00	194.44	4.50	875.00
803 Meeting/Phone Call/Discussion	0.00	1.10	0.00	0.00	1.10	220.00	200.00	1.10	220.00
Admin & Planning	0.50	3.60	2.50	0.00	6.60	1,270.00	192.42	6.60	1,270.00
700 General Communication	0.00	0.50	0.00	0.40	0.90	148.00	164.44	0.90	148.00
Creditors	0.00	0.50	0.00	0.40	0.90	148.00	164.44	0.90	148.00
400 SIP 2 Review	1.00	5.50	0.00	0.00	6.50	1,450.00	223.08	6.50	1,450.00
401 CDDA Reporting	1.00	2.50	0.00	0.00	3.50	850.00	242.86	3.50	850.00
Investigations	2.00	8.00	0.00	0.00	10.00	2,300.00	230.00	10.00	2,300.00
504 Agents/Solicitors	0.00	0.50	0.00	0.00	0.50	100.00	200.00	0.50	100.00
Realisation of Assets	0.00	0.50	0.00	0.00	0.50	100.00	200.00	0.50	100.00
Total Hours	2.50	12.60	2.50	0.40	18.00	3,818.00	212.11	18.00	3,818.00
Total Fees Claimed						0.00			

** - Denotes codes included in cumulative data that are not present in the period.

Appendix IV

Granite Grand Design Ltd

Time costs summary for period & comparison with estimate

Event Category	Original time estimate			Actual time taken (estimated) against the original estimate		
	Number of events	Estimated time per event (hrs)	Total time (hrs)	Number of events	Estimated time per event (hrs)	Total time (hrs)
Administration	12.00	172.00	2,064.00	6.60	192.42	1,270.00
Interrogations	18.00	203.00	3,654.00	10.00	230.00	2,300.00
Realisation of Assets	3.00	210.00	630.00	0.50	200.00	100.00
Creditors	6.00	140.00	840.00	0.90	164.44	148.00
Total	39.00	181.25	7,188.00	18.00	212.11	3,818.00

Appendix V

Granite Grand Design Ltd

Expenses summary for period & comparison with estimate

Expense	Original estimate £	Actual amount incurred in the Service Period £	Reason for any excess or deficit amounting to more or less than estimated (see original estimate)
Category 1 Expenses			
Advertising	171.00	213.00	Includes pre appointment advertisement
Bank charges	72.00	0.00	
Bonding	40.00	40.00	
Document Storage	80.00	0.00	
JPS Chartered Surveyors Fees	0.00	250.00	Sale of assets
Total	363.00	503.00	
Category 2 Expenses			
Postage	35.00	0.00	
Photocopying	20.00	0.00	
Total	55.00	0.00	

Anderson Brookes Insolvency Practitioners Ltd Charge Out Rates and Disbursements Policy

In accordance with Statement of Insolvency Practice 9 we detail our charge out rates and disbursements policy applicable on all cases from 19 September 2016.

Fees are charged on a time costs plus disbursements basis as follows:

Hourly Charge Out Rates

The rates depend on the complexity of the case.

Insolvency Practitioner	£350
Director	£350
Manager	£200
Senior Case Administrator	£150
Case Administrator	£120
Cashier/Support Staff	£80

The office holder(s) will seek approval from creditors to draw remuneration on a time cost basis, in accordance with the rates detailed above, at the meeting of creditors.

In common with all professional firms, our charge out rates increase from time to time. We reserve the right to change the rates without prior notice to you. Any change will be reported in the next statutory report to creditors.

Time is recorded on files in six minute units in accordance with the industry standard for professional services.

Rechargeable Disbursements

The firm also may charge the following NOT charged by third parties. (SIP9 category 2 disbursements) as follows:

- Photocopying 17p per copy
- Mileage at 40/60p per mile
- Storage of boxes internally £8 per annum per box
- Destruction of boxes £8.50 each
- Room Hire where meeting held at Anderson Brookes Insolvency Practitioners Ltd's office £100 per hour

The office holder(s) will seek approval from creditors at the respective creditors meeting should they intend to draw such expenses.

PROOF OF DEBT - GENERAL FORM

Granite Grand Design Ltd

DETAILS OF CLAIM		
1.	Name of Creditor (if a company, its 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"> For UK companies: its registered number For other companies: the country or territory in which it is incorporated and the number if any under which it is registered The number, if any, under which it is registered as an overseas company under Part 34 of the Companies Act 	
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 £
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