

# LIQ03

## Notice of progress report in voluntary winding up



Companies House

TUESDAY



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A16

29/08/2017

#134

COMPANIES HOUSE

### 1 Company details

Company number 0 8 6 4 2 3 6 3

Company name in full Capacity House Limited

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

### 2 Liquidator's name

Full forename(s) Simon Thomas

Surname Barriball

### 3 Liquidator's address

Building name/number 10 St Helen's Road

Street

Post town

Swansea

County/Region

Postcode

S A 1 4 A W

Country

### 4 Liquidator's name ①

Full forename(s) Helen

Surname Whitehouse

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

### 5 Liquidator's address ①

Building name/number 10 St Helen's Road

Street

Post town

Swansea

County/Region

Postcode

S A 1 4 A W

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	<sup>d</sup> 0	<sup>d</sup> 5	<sup>m</sup> 0	<sup>m</sup> 4	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 1	<sup>y</sup> 6
To date	<sup>d</sup> 0	<sup>d</sup> 4	<sup>m</sup> 0	<sup>m</sup> 4	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 1	<sup>y</sup> 7

**7** Progress report

☒ The progress report is attached

**8** Sign and date

Liquidator's signature

Signature

X



X

Signature date

<sup>d</sup> 2	<sup>d</sup> 5	<sup>m</sup> 0	<sup>m</sup> 8	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 1	<sup>y</sup> 7
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# 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 **Simon Thomas Barriball**

Company name **McAlister & Co Insolvency Practitioners Limited**

Address **10 St Helen's Road**

Post town **Swansea**

County/Region

Postcode **S A 1 4 A W**

Country

DX

Telephone **03300563600**



### 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

**Send 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)**

**Capacity House Limited**  
**(In Liquidation)**  
**Joint Liquidators' Summary of Receipts & Payments**

Declaration of Solvency £		From 05/04/2016 To 04/04/2017 £	From 05/04/2016 To 04/04/2017 £
	<b>ASSET REALISATIONS</b>		
94,798.00	Debtors	NIL	NIL
	VAT Refund	44.24	44.24
1,699,341.00	Directors loan account	NIL	NIL
		44.24	44.24
	<b>COST OF REALISATIONS</b>		
	Specific Bond	NIL	NIL
(2,500.00)	Liquidators Fees	NIL	NIL
(1,040.00)	Statutory costs	NIL	NIL
	Statutory Advertising	NIL	NIL
		NIL	NIL
	<b>UNSECURED CREDITORS</b>		
(106,784.00)	H M Revenue & Customs	NIL	NIL
		NIL	NIL
<b>1,683,815.00</b>		<b>44.24</b>	<b>44.24</b>
	<b>REPRESENTED BY</b>		
	Bank 1 Current		44.24
			<b>44.24</b>



Simon Thomas Barriball  
Joint Liquidator

**Capacity House Limited ("the Company") Members' Voluntary Liquidation ("MVL")**  
**Joint Liquidators' Progress Report for the Period 5 April 2016 to 4 April 2017**

Helen Whitehouse and I, of McAlister & Co Insolvency Practitioners Limited, are the Joint Liquidators of the Company and this is our First Progress Report concerning the Liquidation of the Company.

**Key highlights of this report**

A summary of the key information contained within this report is as follows:

- Assets realised total - Nil
- Distributions in Specie to members total - £1,699,391.00
- On 5 April 2016 a resolution was passed by members that the liquidators' be paid as a fixed fee of £2,500 plus VAT for their services in the winding up. To date no fees have been drawn

**Appendices**

The following appendices are attached which should be read in conjunction with this report:

Appendix 1	Statutory Information
Appendix 2	Receipts and Payment Account (Receipts and Payments are shown net of VAT)
Appendix 3	Summary of Joint Liquidators' Activities
Appendix 4	Charge out Rates, Category 1 and 2 Disbursements

**Joint Liquidators' actions during the period**

During the Liquidation I have realised the following company assets:

**Cash at Bank**

The Declaration of Solvency estimated the sum of £1,794,139 would be realisable, of which £94,798 were Book Debts and Directors Loans Account of £1,699,341.

**Book Debts**

No repayment of the book debt has been received to date and this matter is still being looked into.

**Directors Loan Accounts**

The directors' loan accounts have been distributed in species amongst the shareholders.

**Debtors**

The Declaration of Solvency estimated book debts of £94,798 would be realisable, however no funds have been received since my appointment.

**HMRC Refund**

A refund of £44.24, in respect of pre appointment VAT, has been received.

**Total Assets**

No assets have been realised to date.

**Case progress**

It had been hoped that the Liquidation be completed within a 12 month period, however we have encountered difficulty in progressing the case. The Liquidators are required to undertake the following work in order to ensure that the liquidation is brought to a conclusion.

- The debtors need to be clarified
- Final clearance needs to be gained from HMRC

## Payments to Creditors

H M Revenue & Customs were the only creditors identified on the Declaration of Solvency and no creditors have since been identified. HMRC have submitted an interim claim. The shareholders had been expected to settle this amount with HMRC outside of the liquidation however it has not yet been confirmed that this has happened.

## Distributions to Members

Distributions have been made to shareholders by way of an assignment of assets, known as a distribution in specie. Details of the distributions to each shareholder are as follows:

Member and Shareholding		Cash Distribution (£)	Assets Distributed in Specie	Value of Distribution in Specie (£)	Total Value of Distribution (£)
M Phillips	100000		Directors Loan Account	134,605.23	134,605.23
D Taylor	100000		Directors Loan Account	134,605.23	134,605.23
C Symes	100000		Directors Loan Account	134,605.23	134,605.23
P Bellinger	181250		Directors Loan Account	243,971.97	243,971.97
C Quinton	100000		Directors Loan Account	134,605.23	134,605.23
J Kelly	100000		Directors Loan Account	134,605.23	134,605.23
R Houghton	100000		Directors Loan Account	134,605.23	134,605.23
G Kent	100000		Directors Loan Account	134,605.23	134,605.23
A Bellinger	181250		Directors Loan Account	243,971.97	243,971.97
P Garrod	100000		Directors Loan Account	134,605.23	134,605.23
S Tucker	100000		Directors Loan Account	134,605.22	134,605.22
				1,699,391.00	1,699,391.00

## Liquidators' Remuneration

Numerous activities have been undertaken by ourselves and our staff in dealing with the Liquidation. A number of tasks are generic to every Liquidation and a summarised list of these activities is attached in the Appendices for your information.

Our remuneration was approved by members via a resolution dated 5 April 2016. This resolution agreed that the Joint Liquidators' remuneration be fixed as a set amount of £2,500 plus VAT. To date no fees have been drawn.

As remuneration has been agreed on a fixed basis not all time spent on the case has been recorded and no summary of time spent is available.

Details of our remuneration are set out below. You may also find it useful to read "A Guide To Liquidators' Fees" which can be downloaded from The R3 website at <https://www.r3.org.uk/what-we-do/publications/professional/statements-of-insolvency-practice/e-and-w/sip-9-list>. Please ensure that you download the correct version for the date of appointment.

Alternatively please contact our office and we will arrange for a hard copy to be sent to you if you would prefer.

## Disbursements

A detailed explanation of category 1 and category 2 disbursements, together with the approved rates for category 2 disbursements, is set out in the Appendices.

Category 1 disbursements are those that paid by McAlister & Co Insolvency Practitioners Ltd but are directly attributable to a third party invoice. The category 1 disbursements incurred, paid and expected are set out in the table below.

Category 2 disbursements are those that are based upon an estimate or an internally set rate. The repayment of these disbursements would require a resolution however no Category 2 are expected in this matter.

The Joint Liquidators have incurred the following expenses throughout this period:

Expense	Paid in previous period (£)	Paid in this period (£)	Incurred Expenses yet to be paid (£)	Total Cost (£)
<b>CATEGORY 1</b>				
Advertising Costs			221.22	221.22
Bond			552.00	552.00
<b>TOTAL</b>			<b>773.22</b>	<b>773.22</b>

#### **Members' Further Information**

As a member if you require any further information with regard to any aspect of this report or our fees and expenses, please do not hesitate to contact us and we will do our best to assist you accordingly.


If you are not satisfied with our response you have the right to request further information from us with regard to our remuneration and expenses, with either the permission of the court or with a collective request from 5% of the total voting rights of all the members having the right to vote at general meetings of the company. This request must be made within 21 days of receipt of this report.

Further, members have the right to apply to court to challenge the amount of, or the basis of, our remuneration and expenses, with either the permission of the court or with a collective request from 10% of the total voting rights of all members have the right to vote at general meetings of the company. This application must be made within 8 weeks of receipt of this report.

#### **Conclusion**

The liquidation remains open as the book debts have yet to be realised and the HM Revenue & Customs claim settled. It is anticipated that the liquidation will be closed within the next 12 months.

Should you require any further information please contact my Swansea office.

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**Simon Barriball, Joint Liquidator**  
**25 August 2017**

**P&RB Limited - Statutory Information****Company Details**

Company Name:	Capacity House Limited
Company Number:	08642363
Date of Incorporation:	8 August 2013
Principal Trading Activity:	Developments of Building Projects
Trading Address:	The Stables, Little Coldharbour Farm, Tong Lane, Tunbridge Wells TN3 8AD
Current Registered Office:	10 St. Helens Road, Swansea, SA1 4AW
Former Registered Office:	The Stables, Little Coldharbour Farm, Tong Lane, Tunbridge Wells TN3 8AD

**Appointment Details**

Joint Liquidators:	Simon Thomas Barriball and Helen Whitehouse
Address:	McAlister & Co Insolvency Practitioners Limited 10 St Helen's Road, Swansea, SA1 4AW
Joint Liquidators' Telephone Number	03300563600
Date of Appointment:	5 April 2016
Appointment made by:	Members
Actions of Joint Liquidators:	Any act required or authorised under any enactment to be done by a Liquidator may be done by either or both of the Liquidators acting jointly or alone.
Former Liquidator (if applicable):	N/A



**Capacity House Limited  
(In Liquidation)**

**Joint Liquidators' Summary of Receipts and Payments  
To 04 April 2017**

<b>RECEIPTS</b>	<b>Declaration of Solvency (£)</b>	<b>Total (£)</b>
Debtors	94,798.00	0.00
VAT Refund		44.24
Directors loan account	1,699,341.00	0.00
		<hr/>
		44.24
		<hr/>
<b>PAYMENTS</b>		
Liquidators Fees	(2,500.00)	0.00
Statutory costs	(1,040.00)	0.00
H M Revenue & Customs	(106,784.00)	0.00
		<hr/>
		0.00
Net Receipts/(Payments)		44.24
		<hr/>

**MADE UP AS FOLLOWS**

Bank 1 Current		44.24
		<hr/>
		44.24
		<hr/>

### **Summary of Joint Liquidators' Activities**

There are a number of activities that are generic to every Members' Voluntary Liquidation and a summarised list of these activities is detailed below.

Staff of different levels were involved in these activities dependent upon the level of experience required in order to keep costs to an appropriate level.

#### **Administration**

- Filing the relevant notices upon appointment
- Circulating notices to creditors, members, employees and other stakeholders advising of the appointment
- Regular case reviews
- Reviewing the circumstances of the case to determine the appropriate strategy

#### **Realisation of Assets**

- Instruction of, and correspondence with, agents and lawyers with regarding to the valuation and disposal of assets
- Safeguarding assets
- Uplifting of company documents
- Obtaining adequate insurance
- Liaising with, and providing information to, potential purchasers of assets
- Registering relevant notices with Land Registry as appropriate
- Dealing with outstanding pre appointment HMRC returns

#### **Creditors**

- Maintaining a list of creditor claims
- Dealing with Retention of Title claims
- Advertising for claims
- Agreement of claims
- Issue of notice of intended dividend
- Payment of dividends

#### **Cashiering**

- Opening an appropriate bank account
- Obtaining a specific bond
- Monthly bank statement reconciliations
- Dealing with receipts into the account
- Dealing with payments out of the account
- Post appointment Corporation Tax returns
- Post appointment VAT returns

#### **Future Costs**

There are no future costs anticipated to be charge to the case, as this is a fixed fee.

# Time Entry - SIP9 Time & Cost Summary

C101002 - Capacity House Limited  
All Post Appointment Project Codes  
From : 05/04/2016 To: 04/04/2017

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly	Rate (£)
Admin & Planning	0.75	5.00	0.00	1.15	6.90	1,595.00		231.16
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00		0.00
Creditors	0.50	0.00	0.00	0.00	0.50	160.00		320.00
Investigations	0.00	0.00	0.00	0.00	0.00	0.00		0.00
Realisation of Assets	0.00	0.00	0.00	0.00	0.00	0.00		0.00
Trading	0.00	0.00	0.00	0.00	0.00	0.00		0.00
<b>Total Hours</b>	<b>1.25</b>	<b>5.00</b>	<b>0.00</b>	<b>1.15</b>	<b>7.40</b>	<b>1,755.00</b>		<b>237.16</b>
<b>Total Fees Claimed</b>						<b>0.00</b>		
<b>Total Disbursements Claimed</b>						<b>0.00</b>		

## McAlister & Co Insolvency Practitioners Limited

### Charge Rates and Disbursement Charges

#### Charge rates:

<b>Position</b>	<b>Hourly rate(£)</b>
Director & Licensed Insolvency Practitioner	250 - 320
Manager	160 - 225
Case Administrator	110 - 205
Assistant	75 - 140
Secretarial and cashiering	50 - 75

*Please note that our system records time in units of 6 minutes, with a minimum of 1 unit per entry.*

#### **Disbursements - Category 2 rates (as defined in the guide at Appendix C – requiring prior approval of creditors)**

Photocopying/Printing	15p per sheet
Mileage	45p mile

<b>Standard Activity</b>	<b>Example of Work</b>
Administration & planning	Statutory reporting and compliance. Compliance with other regulatory requirements. Case planning. Administrative set up. Appointment notification. Maintenance of records and progress reviews
Investigation	SIP 2 review CDDA report Review of questionnaires Investigation of antecedence transactions Liaising with committee
Realisation of assets	Identification, secure and insure assets Retention of property Debt collection Property, business and asset sales
Trading	Management of operation Accounting for trading On-going employee issues
Members & Creditors	Communication with creditors Creditors' claim and queries Reservation of title claims Employee claims and Redundancy Payments claims Preferential Claims Reviewing and evaluating claims

*Rates quoted are correct as at 6 April 2017. All rates are subject to review annually. There may be a number of promotions throughout the various grades during the administration of cases. We reserve the right to change the rates without prior notice. **Any change will be reported in the next statutory report to creditors.** Should you require clarification on any of the above, do not hesitate to contact McAlister & Co on 03300 563600*