

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 09034237

Company name in full Pawlak Limited

→ Filling in this form

Please complete in typescript or in
bold black capitals.

2 Liquidator's name

Full forename(s) Nicholas Andrew

Surname Stratten

3 Liquidator's address

Building name/number Third Floor

Street 112 Clerkenwell Road

Post town London

County/Region

Postcode EC1M5SA

Country

4 Liquidator's name ①

Full forename(s) Hasib

Surname Howlader

① Other liquidator

Use this section to tell us about
another liquidator.

5 Liquidator's address ②

Building name/number Third Floor

Street 112 Clerkenwell Road

Post town London

County/Region

Postcode EC1M5SA

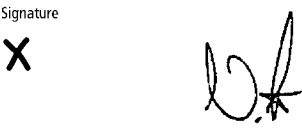
Country

② Other liquidator

Use this section to tell us about
another liquidator.

LIQ03

Notice of progress report in voluntary winding up

6	Period of progress report																
From date	^d	1	^d	2	^m	0	^m	3	^y	2	^y	0	^y	2	^y	0	
To date	^d	1	^d	1	^m	0	^m	3	^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	<div>Signature</div> <div>  </div>																
Signature date	^d	0	^d	7	^m	0	^m	5	^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 **Alexandra Nastase**

Company name **Hudson Weir Limited**

Address **Third Floor**

112 Clerkenwell Road

Post town **London**

County/Region

Postcode **E C 1 M 5 S A**

Country

DX

Telephone **0207 099 6086**

**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

Pawlak Limited – In Creditors' Voluntary Liquidation

LIQUIDATORS' PROGRESS REPORT TO CREDITORS AND MEMBERS

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Pawlak Limited – In Creditors' **Voluntary** Liquidation

LIQUIDATORS' PROGRESS REPORT TO CREDITORS AND MEMBERS

For the **period 12 March 2020 to 11 March 2021 ("the Review Period")**

EXECUTIVE SUMMARY

This report describes the progress during the period from 12 March 2020 to 11 March 2021 as well as summarising the progress of the Liquidation as a whole.

STATUTORY INFORMATION

Company name:	Pawlak Limited
Registered office:	Third Floor 112 Clerkenwell Road Farringdon London EC1M 5SA
Former registered office:	Flat 2 43 Hanley Road London N4 3DU
Registered number:	09034237
Joint Liquidators' names:	Nicholas Andrew Stratten and Hasib Howlader of Hudson Weir Limited
Joint Liquidators' address:	Third Floor, 112 Clerkenwell Road, London, EC1M 5SA
Joint Liquidators' date of appointment:	12 March 2020
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.

LIQUIDATORS' ACTIONS SINCE COMMENCEMENT OF THE LIQUIDATION

The Liquidators are required to meet a considerable number of statutory and regulatory obligations. Although 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 may be found in Appendix 2.

The Liquidators have met their statutory and regulatory duties to report to creditors, as listed below. In consideration of the need for transparency and engagement with creditors, care has been taken to ensure that reports and other communications with creditors have provided useful details of strategies pursued and the outcomes anticipated.

During the Review Period, the following key documents have been issued:

- Director's report to creditors;
- Fee approval report;
- This progress report.

Other administration tasks

During the Review Period, the following material tasks in this category were carried out:

- Case reviews;
- Dealing with day to day creditors queries;
- Statutory filing.

There is certain work that I am required by the insolvency legislation to undertake in connection with the liquidation that provides no financial benefit for the creditors. A description of the routine work undertaken since the commencement of the Liquidation is contained in Appendix 2.

RECEIPTS AND PAYMENTS

My Receipts & Payments Account for the period from 12 March 2020 to 11 March 2021 is attached at Appendix 1. All amounts are shown net of VAT. I have reconciled the account against the financial records that I am required to maintain.

The balance of funds are held in a non-interest bearing estate bank account.

ASSETS

Motor Vehicles

According to the Director's Report to Creditors, the vehicle was bought on finance. Pre appointment the vehicle was valued at £8,900. The outstanding payments to Mercedes totalled £7,580. As advised pre appointment, a surplus of £1,320 was expected to be realised after settling the finance agreements. Although an initial interest was shown in purchasing the car by the Director's wife, the sale was not concluded. After appointment, the Liquidators contacted Mercedes to collect the car. Mercedes collected the car and advised they do not have a claim against the Company. No realisation is expected in respect of this asset.

Cash at bank and in hand

Funds of £5,051 are held in a client account. This is in respect of the contribution towards the costs of Hudson Weir convening the meeting of members and the decision procedure for the creditors.

Deposit

According to the Statement of Affairs deposits totalled £24,000 however, these have an estimated value to realise of nil. No realisation is expected in respect of this type of asset.

LIABILITIES

Secured Creditors

An examination of the Company's mortgage register held by the Registrar of Companies, showed that the Company has no current charges over its assets.

The legislation requires that if the Company has created a floating charge after 15 September 2003, a prescribed part of the Company's net property (i.e. the money that would otherwise be available to the charge holder) should be ring-fenced for distribution to unsecured creditors. In this case there were no creditors secured by a floating charge such that the prescribed part provisions do not apply.

Preferential Creditors

The statement of affairs anticipated nil claims in respect of preferential creditors. Up to date no claims have been received in respect of preferential claims.

Crown Creditors

The statement of affairs included £2,123 owed to HMRC. No claim has been received from HMRC during the Review Period.

Non-preferential unsecured Creditors

The statement of affairs included 4 non-preferential unsecured creditors with an estimated total liability of £38,425. I have received claims from 3 creditors at a total of £9,370. I have not received 4 claims from creditors with original estimated claims in the statement of affairs of £38,425.

DIVIDEND PROSPECTS

Based on current information, there are insufficient asset realisations available to enable a distribution to any class of creditors.

INVESTIGATION INTO THE AFFAIRS OF THE COMPANY

I undertook an initial investigation into the Company's affairs to establish whether there were any potential asset recoveries or conduct matters that justified further investigation, taking account of the public interest, potential recoveries, the funds likely to be available to fund an investigation, and the costs involved. I am required by the Statements of Insolvency Practice to undertake such an initial investigation and the work detailed below has been undertaken in connection with that initial investigation.

Specifically, I recovered, listed and reviewed the Company's accounting records; liaised with the Company's bankers to obtain copy bank statements; reviewed copy bank statements for the 24 months prior to the Company ceasing to trade from the Company's bankers; and compared the information in the Company's last set of accounts with that contained in the statement of affairs lodged in the Liquidation and made enquiries about the reasons for the changes.

I identified areas where I considered that further investigation was required. The matters being investigated cannot be disclosed as this could prejudice any action being considered by the Liquidator.

Within three months of my appointment as Liquidator, I am required to submit a confidential report to the Secretary of State to include any matters which have come to my attention during the course of my work which may indicate that the conduct of any past or present Director would make them unfit to be concerned with the management of the Company. I would confirm that my report has been submitted.

Matters requiring further investigation that may lead to potential recovery actions have been identified, and the work outlined above was undertaken to further those investigations with a view to making recoveries for the benefit of the creditors.

PRE-APPOINTMENT REMUNERATION

The creditors previously authorised the payment of a fee of £4,000 and disbursements and VAT for my assistance with preparing the statement of affairs and arranging the deemed consent procedure for creditors to appoint a liquidator on 12 March 2021.

The fee for preparing the statement of affairs and arranging the deemed consent procedure for creditors to appoint a liquidator will be paid from the estate and will be shown in the enclosed receipts and payments account in the Liquidator's next report to creditors.

LIQUIDATORS' REMUNERATION

My remuneration was approved on a time cost basis on a fee estimate of £15,212. The fees estimate acts as a cap, and I cannot draw remuneration in excess of the estimate without first seeking approval from the creditors. My total time costs to 11 March 2021 amount to £11,595, representing 53 hours of work at a blended charge out rate of £217 per hour. The actual blended charge out rate incurred compares with the estimated blended charge out rate of £15,123 in my fees estimate.

I have not drawn any fees up to 11 March 2021.

Further information about creditors' rights can be obtained by visiting the creditors' information micro-site published by the Association of Business Recovery Professionals (R3) at <http://www.creditorinsolvencyguide.co.uk/>. Details about how an office holder's fees may be approved for each case type are available in a series of Guidance Notes issued with Statement of Insolvency Practice 9, and they can be accessed at <http://hudsonweir.co.uk/resources>. There are different versions of these Guidance Notes, and in this case please refer to the most recent version. Please note that we have also provided further information about an office holder's remuneration and expenses in our practice fee recovery sheet, which is enclosed at Appendix 3.

LIQUIDATORS' EXPENSES

Expenses are any payments from the estate which are neither an office holder's remuneration nor a distribution to a creditor or a member. Expenses also includes disbursements. Disbursements are payments which are first met by the office holder and then reimbursed to the office holder from the estate. Expenses are split into:

- category 1 expenses, which are payments to persons providing the service to which the expense relates who are not an associate of the office holder; and
- category 2 expenses, which are payments to associates or which have an element of shared costs. Before being paid category 2 expenses require approval in the same manner as an office holder's remuneration.

I have incurred total expenses of £209 plus VAT. I have not drawn any expenses in the Review Period.

I have incurred the following expenses in the period since the commencement of the Liquidation:

Type of expense	Amount incurred/ accrued in the reporting period
Bonding	£91 plus VAT
Statutory Advertising	£118 plus VAT

Details of the category 1 expenses that I have paid during the Review Period are included in the receipts and payments account attached.

Hudson Weir do not charge for category 2 expenses.

Nature of expense	Estimated expenses	Expenses incurred to date
Bonding	£65 plus VAT	£91 plus VAT
Statutory Advertising	£177 plus VAT	£118 plus VAT
Total	£242 plus VAT	£209 plus VAT

As you can see above, while the total expenses I incurred were in line with the total expenses I estimated I would incur when my remuneration was approved, some expenses were higher than I estimated, and some were lower than I estimated.

FURTHER INFORMATION

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 the Joint Liquidators' remuneration and expenses within 21 days of their 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 unsecured creditors (including the creditor in question), apply to Court to challenge the amount of remuneration charged by the Joint Liquidators as being excessive, and/or the basis of the Joint Liquidators' remuneration, and/or the amount of the expenses incurred as being excessive, within 8 weeks of their receipt of this report. Any secured creditor may make a similar application to court within the same time limit.

To comply with the Provision of Services Regulations, some general information about Hudson Weir Limited can be found at <https://www.hudsonweir.co.uk/provision-of-services-regulations/>.

Complaints

Every endeavour will be made to try to resolve any issues that may arise. However, if any matter is not dealt with to your satisfaction please refer to our Complaint Policy at: <https://www.hudsonweir.co.uk/provision-of-services-regulations/>.

Should you have any queries please do not hesitate to contact Nicholas Andrew Stratten on 020 7681 6086.

GDPR

The Hudson Weir Limited GDPR privacy policy can be viewed at www.hudsonweir.co.uk/privacy-policy.

Ethics

Please also be advised that Liquidator is bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment.

General ethical considerations

Prior to the Liquidator's appointment, a review of ethical issues was undertaken, and no ethical threats were identified. A further review has been carried out and no threats have been identified in respect of the management of the insolvency appointment over the Review Period.

SUMMARY

The Liquidation will remain open until investigations have been fully resolved. I estimate that this will take approximately 6 months and once resolved the Liquidation will be finalised and our files will be closed.

If creditors have any queries regarding the conduct of the Liquidation, or if they want hard copies of any of the documents made available on-line, they should contact Alexandra Nastase on 0207 099 6086, or by email at alexandra@hudsonweir.co.uk.

A handwritten signature in black ink, appearing to be 'N.A. Stratten', with a stylized flourish at the end.

Nicholas Andrew Stratten
LIQUIDATOR

Appendix 1

Receipts and Payments account for the period 12 March 2020 to 11 March 2021 (“the Reporting Period”)

**Pawlak Limited
(In Liquidation)
Liquidators' Summary of Receipts & Payments**

Statement of Affairs £		From 12/03/2020 To 11/03/2021 £	From 12/03/2020 To 11/03/2021 £
	ASSET REALISATIONS		
NIL	Deposit	NIL	NIL
5,050.80	Funds on Account	5,050.80	5,050.80
1,320.00	Motor Vehicles	NIL	NIL
		5,050.80	5,050.80
	UNSECURED CREDITORS		
(2,123.00)	Crown Creditors	NIL	NIL
(38,425.48)	Trade Creditors	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(100.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(34,277.68)		5,050.80	5,050.80
	REPRESENTED BY		
	Current Account		5,050.80
			5,050.80

Appendix 2 – Detailed list of work undertaken for the Reporting Period

1. Administration

This represents the work 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 (and their managers). It does not give direct financial benefit to the creditors but has to be undertaken by the office holder to meet their requirements under the insolvency legislation and the Statements of Insolvency Practice, which set out required practice that office holders must follow.

- Case planning - devising an appropriate strategy for dealing with the case and giving instructions to the staff to undertake the work on the case.
- Setting up electronic case files.
- Setting up the case on the practice's electronic case management system and entering data.
- Issuing the statutory notifications to creditors and other required on appointment as office holder, including gazetting the office holder's appointment.
- Obtaining a specific penalty bond.
- Convening a decision procedure to seek a decision from creditors to approve the officeholders' remuneration.
- Dealing with all routine correspondence and emails relating to the case.
- Opening, maintaining and managing the office holder's estate bank account.
- Creating, maintaining and managing the office holder's cashbook.
- Undertaking regular bank reconciliations of the bank account containing estate funds.
- Reviewing the adequacy of the specific penalty bond on a quarterly basis.
- Undertaking periodic reviews of the progress of the case.
- Overseeing and controlling the work done on the case by case administrators.
- Preparing, reviewing and issuing annual progress reports to creditors and members.

2. Creditors

Claims of creditors - the office holder needs to maintain up to date records of the names and addresses of creditors, together with the amounts of their claims as part of the management of the case, and to ensure that notices and reports can be issued to the creditors. The office holder also needs to deal with correspondence and queries received from creditors regarding their claims and dividend prospects as they are received. The office holder is required to undertake this work as part of his statutory functions.

- Dealing with creditor correspondence, emails and telephone conversations regarding their claims.
- Maintaining up to date creditor information on the case management system.
- Reviewing proofs of debt received from creditors.

3. Investigations

- Recovering the books and records for the case.
- Submitting an online return on the conduct of the directors as required by the Company Directors Disqualification Act.
- Conducting an initial investigation with a view to identifying potential asset recoveries by seeking and obtaining relevant third parties, such as bank, accountants etc;

4. Realisation of assets

- Liaising with the bank regarding the closure of the account.
- Exchanges with government department.

Appendix 3 – Time cost information for the Reporting Period

Time Entry - SIP9 Time & Cost Summary + Cumulative

PAWL001 - Pawlak Limited
All Post Appointment Project Codes
To: 11/03/2021

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)	Total Hours Cum (POST Only)	Total Time Costs Cum (POST Only)
Admin & Planning	0.60	4.20	15.25	4.07	24.12	5,570.87	231.01	24.12	5,570.87
Case Specific Matters	0.00	0.00	0.00	2.00	2.00	280.00	140.00	2.00	280.00
Creditors and Distributions	0.00	0.60	7.20	0.30	8.10	1,624.00	200.49	8.10	1,624.00
Fixed Charge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investigations	0.00	2.80	0.60	8.10	11.50	2,427.00	211.04	11.50	2,427.00
Realisation of Assets	0.00	1.00	6.70	0.00	7.70	1,693.50	219.94	7.70	1,693.50
Reporting	0.00	0.00	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	0.00	0.00
Total Hours / Costs	0.60	8.60	29.75	14.46	53.42	11,595.37	217.08	53.42	11,595.37
Total Fees Claimed						0.00			

Time was allocated incorrectly to Case Specific Matters. No fees have been drawn in respect of type of work category.

CHARGE OUT RATES & POLICY REGARDING THE RECOVERY OF EXPENSES PURSUANT TO STATEMENT OF INSOLVENCY PRACTICE 9

The following information applies to all appointments of Insolvency Practitioners acting as:

Liquidator, Receiver, Administrator or Administrative Receiver of a Limited Company
Trustee in Bankruptcy
Supervisor of an Individual, Company or Partnership Voluntary Arrangement
Administrator under the Insolvent Estates Order
Monitor

When acting as Nominee, the provisions of the Insolvency Act require that the amount of the fees payable to the Officeholder be specified within the Debtor's proposals. Such fees will nevertheless be fixed to take account of the Office-holder's expected time costs arising as referred to below.

1. POLICY ON FEES

Fees are either fixed by reference to time costs, or as a percentage of realisations and distributions, or a set amount or any combination of all three. Where fees are agreed on a time cost basis, rates may be varied from time to time, at the sole discretion of the practice, and such changes will be notified in retrospect with each report to Creditors. It is our policy to use as junior grade of staff as compatible with the efficient conduct of the matter in order to ensure costs are kept to a minimum.

1.1. CHARGE-OUT RATES

Where the approved basis of remuneration is on a time costs basis, work undertaken on cases is recorded in 6 minute units in an electronic time recording system. Time properly incurred on cases is charged at the hourly rate of the grade of staff undertaking the work that applies at the time the work is done. Details of charge-out rates effective from 1 April 2021 are as follows:

	Rate from 1 May 2020 Per hour (£)	Rate from 1 April 2021 Per Hour (£)
Directors/Insolvency Practitioners	560	600
Senior Managers and Managers	360-415	370-425
Administrators	140-275	145-285
Secretaries & Support Staff	110	120

Rates vary between individuals, reflecting experience and qualification. Please note that support staff time is charged to the case at the rate indicated. Rates are subject to review annually. Any change in rates will be advised to creditors.

For further information on the manner in which an Office Holder's fees may be fixed, please refer to the guidance notes in relation to fees which can be downloaded from <https://www.hudsonweir.co.uk/resources/>.

1.2. FIXED AND % FEES

Where fees are authorised and approved as a fixed fee and/or % fee this fee is to cover the costs incurred by the Insolvency Practitioner and his staff and does not include any additional direct costs.

2. RECOVERY OF EXPENSES

An expense is a directly attributable cost to the estate which is neither an office holder's remuneration nor a distribution to creditors or members. Expenses can include disbursements, payments met by the office holder and subsequently recovered from the estate, and are divided into those that do not need approval before they are charged to the estate (category 1) and those that do (category 2).

Category 1 expenses are payments to independent third parties and do not have to be approved prior to payment, but when reporting to the creditors committee and creditors during the course of the liquidation the actual expenses incurred will be compared with the original estimate provided with any material difference explained (e.g. where legal costs rise due to escalated recovery action).

Category 2 expenses are payments to associates, or parties with a professional or personal relationship, or payments which have an element of shared costs. These expenses require approval in the same manner as an office holder's remuneration. This will include any case related travel or subsistence incurred by staff working on this case. Where it is necessary for staff to travel from the office, business mileage may be charged at the HMRC rate of 45p per mile.

An estimate of expenses (including disbursements) is provided to creditors when the basis of the office-holder's fees are approved.

The expenses recovered by the practice are as follows:-

Expenses	Charge
Category 1	
Indemnity Bond	At cost of mandatory cover required in accordance with the Insolvency Act 1986 for each appointment
Insurance of assets	At cost in relation to asset coverage requirements
Company searches	At cost incurred
Statutory Advertising	At cost incurred
External postage	At cost incurred
Category 2	
Mileage (where any staff of office holder of utilises their own vehicle)	45p/mile
Other travel charges	At cost in accordance with internal policy
Subsistence and any other miscellaneous disbursements, where appropriately incurred,	At cost in accordance with internal policy

Some statutory category 1 expenses, such as the bond and statutory advertising, may be paid by the practice in the first instance due to a lack of funds in the estate to enable a direct payment. These disbursements, when recovered, may be considered a category 2 expense as the recovery is a payment to the practice of the IP however they are recovered at cost, plus VAT, as appropriate. Where this is the case, agreement to the recovery of category 2 expenses as authorised is to include these, otherwise, direct costs.

3. Specialist Professional Advisors

On occasion it is necessary for the office holder to engage with specialist professional advisers. Professional advisers are selected with regard to the specific requirements and based upon the office-holders professional judgement of their experience and ability to perform the necessary work, the complexity and nature of the assignment and the basis of the fee arrangement with to ensure a fair and reasonable cost to the estate.

Expenses incurred in respect of specialist advisers are subject to independent assessment prior to engagement and reported in accordance with current guidance. Unless a significant personal or professional relationship, that may give rise to a potential threat or conflict, has been identified with any Advisor their costs are regarded as category 1 expenses.

4. Use of Subcontractors

It is not our policy to use sub-contractors. If it is necessary to use sub-contractors for the benefit of the estate full disclosure will be provided to creditors in the regular progress report for individual cases with an explanation of the work to be undertaken, why it is necessary and the cost incurred.

Appendix 4 – Comparison of time costs incurred to with the Fee Estimate

Work category	Original fees estimate			Actual time costs incurred during the Reporting Period		
	Number of hours	Blended hourly rate £ per hour	Total fees	Number of hours	Average hourly rate £ per hour	Total time costs
Administration (including statutory reporting)	30	247	7,538	23	226	5,571
Realisation of assets	6	240	1,322	8	220	1,694
Creditors (claims and distribution)	17	225	3,708	8	200	1,624
Investigations	11	240	2,645	12	211	2,427
Case Specific Matters	0	£0	£0	2	£140	£280
Total	64	239	15,213	53	£217	£11,595

Time was allocated incorrectly to Case Specific Matters. No fees have been drawn in respect of type of work category.