In accordance with Rule 5.10 of the Insolvency (England & Wales) Rules 2016 & Section 94(3) of the Insolvency Act 1986.

LIQ13

Notice of final account prior to dissolution in MVL

Companies House

For further information, please refer to our guidance at www.gov.uk/companieshouse

1 Company details

Company number	0 9 2 7 9 7 6 1
Company name in full	Oakheath Ltd (Formerly Super Carers Ltd)

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

2 Liquidator's name

Full forename(s)	Nicholas
Surname	Simmonds

3 Liquidator's address

Building name/number	1st Floor
Street	21 Station Road
Post town	Watford
County/Region	Herts
Postcode	W D 1 7 1 A P
Country	

4 Liquidator's name ❶

Full forename(s)	Chris
Surname	Newell

❶ **Other liquidator**
Use this section to tell us about another liquidator.

5 Liquidator's address ❷

Building name/number	1st Floor
Street	21 Station Road
Post town	Watford
County/Region	Herts
Postcode	W D 1 7 1 A P
Country	

❷ **Other liquidator**
Use this section to tell us about another liquidator.

LIQ13
Notice of final account prior to dissolution in MVL

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 [signature] X
Signature date	d0 d7 m0 m3 y2 y0 y2 y2

LIQ13
Notice of final account prior to dissolution in MVL

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	Nina Sellars
Company name	Quantuma Advisory Limited
Address	2nd Floor
	Arcadia House
Post town	15 Forlease Road
County/Region	Maidenhead
Postcode	S L 6 1 R X
Country	
DX	
Telephone	01628 478100

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

Oakheath Ltd (Formerly Super Carers Ltd)
(In Liquidation)
Joint Liquidators' Abstract of Receipts & Payments
From 18 June 2020 To 7 March 2022

Declaration of Solvency £		£	£
	ASSET REALISATIONS		
	Insurance Refund	418.23	
174,332.46	Cash at Bank	310,272.43	
16,212.00	Future sales revenue	NIL	
	Bank Interest Gross	13.34	
10,000.00	Other assets	NIL	
150,000.00	Sales Income	NIL	
	Fixed Assets	2,300.00	
			313,004.00
	COST OF REALISATIONS		
	Specific Bond	135.00	
	Declaration of Solvency Fee	6,000.00	
	Office Holders Fees	11,500.00	
	Agents/Valuers Fees (1)	230.00	
	Accountants fees	1,000.00	
	VAT Irrecoverable	0.25	
	Postage	174.57	
	Statutory Advertising	338.40	
	Bank Charges	2.80	
	Pre Appointment Postage	115.82	
			(19,496.84)
	UNSECURED CREDITORS		
(23,239.13)	Trade & Expense Creditors	287,795.16	
(14,006.62)	Employees	NIL	
(134,723.85)	External liabilities fallen due	NIL	
(62,647.86)	Directors	NIL	
	Insurance Premium	5,712.00	
(15,000.00)	HM Revenue and Customs - PAYE/NI	NIL	
(40,977.00)	HM Revenue and Customs - VAT	NIL	
(15,755.00)	Outstanding contracts	NIL	
(2,823.00)	Statutory interest 8%	NIL	
			(293,507.16)
41,372.00			**NIL**
	REPRESENTED BY		
			NIL

Nicholas Simmonds
Joint Liquidator

Oakheath Ltd (Formerly Super Carers Ltd)

(In Members' Voluntary Liquidation)

("the Company")

THE JOINT LIQUIDATORS' FINAL ACCOUNT

7 March 2022

This is the final account on the conduct of the Liquidation of Oakheath Ltd (Formerly Super Carers Ltd) following the appointment of Nicholas Simmonds and Chris Newell of Quantuma Advisory Limited, 1st Floor, 21 Station Road, Watford, Herts, WD17 1AP as Joint Liquidators on 18 June 2020.

This report has been prepared solely to comply with the statutory requirements of The Insolvency Act 1986 and the Insolvency (England and Wales) Rules 2016. This report is private and confidential and may not be relied upon, referred to, reproduced or quoted from, in whole or in part, by Members for any purpose other than updating them for information purposes, or by any other person for any purpose whatsoever.

Nicholas Simmonds and Chris Newell are licensed to act as Insolvency Practitioners by the Insolvency Practitioners Association

CONTENTS

APPENDICES

ABBREVIATIONS

For the purpose of this report the following abbreviations shall be used:

"the Act"	Insolvency Act 1986
"the Rules"	Insolvency (England and Wales) Rules 2016
"the Joint Liquidators"	Nicholas Simmonds and Chris Newell of Quantuma Advisory Limited, 1st Floor, 21 Station Road, Watford, Herts, WD17 1AP Email: Nina.Sellars@Quantuma.com
"the Company"	Oakheath Ltd (Formerly Super Carers Ltd) (in Liquidation)
"Review Period"	Period covered by the report from 18 June 2021 to 7 March 2022

1. FINAL ACCOUNT

Nicholas Simmonds and Chris Newell of Quantuma Advisory Limited were appointed Joint Liquidators of the Company on 18 June 2020.

The Joint Liquidators confirm that they are authorised to carry out all functions, duties and powers by either one or both of them.

Please be aware that on 1 August 2020, Quantuma LLP transferred its business to Quantuma Advisory Limited.

The purpose of this final account is to summarise the winding up as a whole and to put members on notice of the Joint Liquidators intention to seek their Release from office. The final account details the acts and dealing of the Joint Liquidator and it should be read in conjunction with previous correspondence to members.

Accordingly, I now provide my final account, which I intend to deliver to members in final form and file with the Registrar of Companies once the statutory period has expired.

Please note that this document reflects the position anticipated as at 7 March 2022, the intended date of filing. It is therefore written on the assumption that there will be no further receipts, payments or other events requiring my attention in the meantime.

It is our intention to deliver our final account to members in final form and file the same with the Registrar of Companies once the statutory period has expired.

A schedule of statutory information in respect of the Company is attached at Appendix 1.

2. THE PROGRESS OF THE LIQUIDATION

The Joint Liquidators' receipts and payments account

Attached at Appendix 2 is a receipts and payments account covering the Review Period, together with a summary of the transactions during the course of the Liquidation to the date of this report. The receipts and payments account has been reconciled with the estate account as at the date of this report.

VAT Basis

Receipts and payments are shown net of VAT, with any amount due from HM Revenue and Customs shown separately. All VAT has now been reclaimed.

Realisation of assets

Cash at Bank

The sum of £310,272.43 was held in the Company's bank account with Metro Bank Plc and transferred to the Liquidation account shortly after our appointment.

Fixed Assets

The sum of £2,300 plus VAT was realised in respect of the Company's fixed assets which comprised of computer equipment. The Joint Liquidators instructed Axia Valuation Services who are professional independent agents with adequate professional indemnity insurance, to dispose of the Company's assets using the most advantageous method available.

Insurance Refund

A refund in the amount of £418 from Fish Insurance was received in respect of an insurance overpayment.

Gross Bank Interest

In total gross bank interest of £13.34 has been received during the course of the Liquidation.

Administrative, Statutory & Regulatory Tasks

The Joint Liquidators have met a considerable number of statutory and regulatory obligations. Whilst many of these tasks have not had a direct benefit in enhancing realisations for the estate, they have assisted in the efficient and compliant progressing of the Liquidation, which has ensured that the Joint Liquidators and their staff have carried out their work to high professional standards.

During the Review Period, primarily these tasks have included:

- Informing all relevant persons of the commencement of the Liquidation, including filing statutory documents at Companies House and meeting statutory advertising requirements;
- Drafting and issuing the progress report to Members
- Consulting with and instructing staff as regards practical, technical and legal aspects of the case to ensure efficient progress;
- Maintaining electronic case files, which must include records to show and explain the Liquidation and any decisions made by the Joint Liquidators that materially affect the Liquidation;
- Monitoring and maintaining an adequate statutory bond;

- Conducting periodic case reviews to ensure that the Liquidation is progressing efficiently, effectively and in line with the statutory requirements;
- Maintaining and updating the estate cash book and bank accounts, including regular bank reconciliations and processing receipts and payments;
- Completing periodic tax returns: and
- Preparing the final account.

3. CREDITORS: CLAIMS AND DISTRIBUTIONS

Secured creditors

The Company did not have any secured creditors.

Preferential creditors

The Company did not have any Preferential creditors.

Unsecured creditors

Unsecured claims were estimated at £287,795.76 in the Director's Declaration of Solvency and claims received from unsecured creditors total £279,255.85.

In total 100p in the £ has been paid to unsecured creditors during the course of the Liquidation, as detailed below:

Date	Rate of Distribution	Amount Paid (£)
28 January 2021	100p in the £	176,292.45
20 May 2021	100p in the £	102,963.40
Total		279,255.85

Statutory Interest

All creditors were paid in full and were entitled to statutory interest from the date of Liquidation to the date of payment in full. I would confirm that the sum of £8,539.31 has been paid to creditors in respect of their entitlement to statutory interest.

4. SHAREHOLDERS: DISTRIBUTIONS

I confirm that there have not been any distributions to the members during the liquidation period.

Further Information

Members should note that the Joint Liquidators are bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment. Further information can be viewed at the following link https://www.gov.uk/government/publications/insolvency-practitioner-code-of-ethics Additionally the Joint Liquidators are also bound by the regulations of their Licensing Bodies.

To comply with the Provision of Services Regulations, some general information about Quantuma Advisory Limited, including our complaints policy and Professional Indemnity Insurance, can be found at http://www.quantuma.com/legal-information/.

In compliance with the General Data Protection Regulation, creditors, employees, shareholders, directors and any other stakeholder who is an individual (i.e. not a corporate entity) in these insolvency proceedings is referred to the Privacy Notice in respect of Insolvency Appointments, which can be found at this link www.quantuma.com/legal-notices/.

5. ETHICS

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

General ethical considerations

During the Review Period, no new threats to compliance with the Code of Ethics have been identified.

Specialist Advice and Services

When instructing third parties to provide specialist advice and services or having the specialist services provided by the firm, the Joint Liquidator is obligated to ensure that such advice or work is warranted and that the advice or work contracted reflects the best value and service for the work undertaken. The firm reviews annually the specialists available to provide services within each specialist area and the cost of those services to ensure best value. The specialists chosen usually have knowledge specific to the insolvency industry and, where relevant, to matters specific to this insolvency appointment. Details of the specialists specifically chosen in this matter are detailed below. .

6. THE JOINT LIQUIDATOR**S' REMUNERATION AND** EXPENSES

Pre-Appointment Costs

The Members authorised the fee of £6,000 plus VAT for assisting the directors with placing the Company into liquidation.

Joint Liquidators' Remuneration

The Joint Liquidators' remuneration was approved by a resolution of the members to be paid as a set amount of £11,500 which has been paid during the course of the liquidation.

Summary of Costs

A breakdown of the time costs incurred during the Review Period are summarised at Appendix 3.

In summary the Joint Liquidators' time costs for the Review Period total £5,076.00, representing 21.40 hours at an average hourly rate of £237.20.

A breakdown of the total remuneration charged for the period of the Liquidation as a whole is provided at Appendix 4. Total time costs amount to £31,444.50 representing 139.40 hours at an average hourly rate of £225.57.

The sum of £11,500.00 has been drawn and time costs of £19,944.50 have been written off.

We believe this case generally to be of average complexity and no extraordinary responsibility has to date fallen upon us as Joint Liquidators.

The work undertaken is detailed in full at Appendix 5.

A copy of the firm's current and historic schedule of charge-out rates and chargeable expenses may be found at HYPERLINK "https://www.quantuma.com/guide/creditors-guide-fees" .

A hard copy of the firm's charge-out rate and expenses policy may be obtained on request at no extra cost.

Joint Liquidators' Expenses

Statement of Insolvency Practice 9 (SIP 9) "Payments to Insolvency Office Holders & their Associates", outlines various disclosures in relation to Liquidators' fees and expenses.

SIP 9 does not apply to MVLs and therefore it is intended that while full information will be provided regarding fees and expenses during both the pre and post appointment period, the prescribed disclosure requirements will not be followed in full.

Information in relation to fees and expenses will be available upon request throughout the course of the case. However those parties who are responsible for paying the fees in an MVL may request disclosures in accordance with SIP 9, if they have not already done so.

Expenses	Actual expenses incurred in the Review Period £	Actual expenses incurred to date £	Costs Incurred but not Paid £
Agents & Valuers	0.00	230.00	0.00
Accountants Fees	0.00	1,000.00	0.00
Statutory & other Advertising	0.00	253.80	0.00
Indemnity Bond	0.00	135.00	0.00
Printing & Postage costs of external provider.	1.97	186.79	10.97
Category 2 expenses			
Photocopying, scanning & faxes (per side)	0.00	0.00	0.00
Stationery (Per Report/letter per member/creditor)	0.00	0.00	0.00
TOTAL	1.97	1,805.59	10.97

Other professional costs

Accountants Fees

Pollock Accounts were instructed by the Joint Liquidators in relation to the preparation and submission of the Company's final accounts and tax returns. Their costs have been agreed on the basis of a fixed fee of £1,000 plus VAT and they have been paid in full.

Agents & Valuers Fees

Axia Valuation Services were instructed as agents and valuers in relation to selling the fixed assets as detailed above. Their costs have been agreed on the basis of their standard sales commission, plus expenses and VAT. The Agent's fees from the date of appointment amount to £230 and they have been paid in full.

All professional costs are reviewed and analysed before payment is approved.

Members' right to request information

A member may, with the permission of the Court or with at least 5% of the total voting rights of all the members having the right to vote at general meetings of the Company, request further details of the Joint Liquidators' remuneration and expenses, within 21 days of receipt of this report.

Members' right to challenge remuneration and/or expenses

A member may, with the permission of the Court or with at least 10% of the total voting rights of all the members having the right to vote at general meetings of the Company, apply to Court to challenge the amount and/or basis of the Joint Liquidators' fees and the amount of any proposed expenses or expenses already incurred, within 8 weeks of receipt of this report.

7. CONCLUSION

All matters have been concluded and the Joint Liquidators are therefore in a position to file the final account with the Registrar of Companies and obtain our Release from office.

The company will be dissolved automatically (cease to exist) three months after our final account with the Registrar of Companies.

Should you have any queries in regard to any of the above please do not hesitate to contact Nina Sellars on 01628 478100 or by e-mail at Nina.Sellars@Quantuma.com.

Nicholas Simmonds
Joint Liquidator

Appendix 1

OAKHEATH LTD (FORMERLY SUPER CARERS LTD)
(IN LIQUIDATION)

STATUTORY INFORMATION

Company Name	Oakheath Ltd (Formerly Super Carers Ltd)
Trading Address	15 Bonhill Street, London, EC2A 4DN
Proceedings	In Liquidation
Date of Appointment	18 June 2020
Joint Liquidators	Nicholas Simmonds Chris Newell Quantuma Advisory Limited 1st Floor 21 Station Road Watford Herts WD17 1AP
Registered office Address	c/o Quantuma Advisory Limited 1st Floor, 21 Station Road Watford Herts WD17 1AP
Company Number	09279761
Incorporation Date	24 October 2014

Appendix 2

OAKHEATH LTD (FORMERLY SUPER CARERS LTD)
(IN LIQUIDATION)

THE JOINT LIQUIDATORS' RECEIPTS AND PAYMENTS ACCOUNT
AS AT 7 MARCH 2022

Oakheath Ltd (Formerly Super Carers Ltd)
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments

Declaration of Solvency £		From 18/06/2021 To 07/3/2022 £	From 18/06/2020 To 07/3/2022 £
	ASSET REALISATIONS		
	Bank Interest Gross	NIL	13.34
174,332.46	Cash at Bank	NIL	310,272.43
	Fixed Assets	NIL	2,300.00
16,212.00	Future sales revenue	NIL	NIL
	Insurance Refund	NIL	418.23
10,000.00	Other assets	NIL	NIL
150,000.00	Sales Income	NIL	NIL
		NIL	313,004.00
	COST OF REALISATIONS		
	Accountants fees	NIL	1,000.00
	Agents/Valuers Fees (1)	NIL	230.00
	Bank Charges	NIL	2.80
	Declaration of Solvency Fee	NIL	6,000.00
	Office Holders Fees	NIL	11,500.00
	Postage	1.25	175.82
	Pre Appointment Postage	NIL	114.57
	Specific Bond	NIL	135.00
	Statutory Advertising	NIL	338.40
	VAT Irrecoverable	0.25	0.25
		(1.50)	(19,496.84)
	UNSECURED CREDITORS		
(62,647.86)	Directors	NIL	NIL
(14,006.62)	Employees	NIL	NIL
(134,723.85)	External liabilities fallen due	NIL	NIL
(15,000.00)	HM Revenue and Customs - PAYE/NI	NIL	NIL
(40,977.00)	HM Revenue and Customs - VAT	NIL	NIL
	Insurance Premium	NIL	5,712.00
(15,755.00)	Outstanding contracts	NIL	NIL
(2,823.00)	Statutory interest 8%	NIL	NIL
(23,239.13)	Trade & Expense Creditors	NIL	287,795.16
		NIL	(293,507.16)
41,372.00		(1.50)	NIL
	REPRESENTED BY		
			NIL

Appendix 3

OAKHEATH LTD (FORMERLY SUPER CARERS LTD)
(IN LIQUIDATION)

THE JOINT LIQUIDATORS' TIME COSTS FOR THE REVIEW PERIOD

Time Entry - Detailed SIP9 Time & Cost Summary

6006591 - Oakheath Ltd (Formerly Super Carers Ltd)
From: 18/06/2021 To: 07/3/2022
Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
100 : Administration & Planning	0.00	0.00	0.30	0.10	0.40	80.50	201.25
100A : Statutory & General Notifications & Filing	0.00	0.00	0.30	0.40	0.70	124.50	177.86
103 : IPS Case / File set up/ Filing	0.00	0.00	0.10	0.00	0.10	23.50	235.00
104 : General Administration	0.10	2.50	0.00	0.00	2.60	890.00	342.31
105 : Case strategy / Review	0.00	0.00	1.30	0.10	1.40	319.00	227.86
106 : VAT & CT matters and returns	0.00	0.00	0.20	0.90	1.10	168.50	153.18
506 : Tax / VAT	0.00	0.00	0.20	0.00	0.20	47.00	235.00
Admin & Planning	0.10	2.50	2.40	1.50	6.50	1,653.00	254.31
600 : Cashiering	0.00	0.00	0.00	0.90	0.90	121.50	135.00
Cashiering	0.00	0.00	0.00	0.90	0.90	121.50	135.00
650 : Closing Procedures	0.00	0.00	4.10	0.00	4.10	963.50	235.00
Closing Procedures	0.00	0.00	4.10	0.00	4.10	963.50	235.00
201 : Creditors	0.00	0.00	0.00	0.20	0.20	27.00	135.00
203 : Creditor correspondence / Call	0.00	0.30	0.90	0.00	1.20	313.50	261.25
204A : Dealing with Pension Schemes	0.00	0.00	2.70	0.00	2.70	634.50	235.00
211 : Annual / Progress report	0.00	0.00	4.60	0.00	4.60	1,081.00	235.00
Creditors	0.00	0.30	8.20	0.20	8.70	2,056.00	236.32
405 : Debtors	0.00	0.00	1.20	0.00	1.20	282.00	235.00
Realisation of Assets	0.00	0.00	1.20	0.00	1.20	282.00	235.00
Total Hours	0.10	2.80	15.90	2.60	21.40	5,076.00	237.20

Appendix 4

OAKHEATH LTD (FORMERLY SUPER CARERS LTD)
(IN LIQUIDATION)

THE JOINT LIQUIDATORS' TIME COSTS FOR THE PERIOD FROM 18 JUNE 2020 TO 7 MARCH 2022

Time Entry - Detailed SIP9 Time & Cost Summary

6006591 - Oakheath Ltd (Formerly Super Carers Ltd)
From: 18/06/2020 To: 07/03/2022
Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
100 : Administration & Planning	0.20	10.50	7.40	0.75	18.85	5,091.50	270.11
100A : Initial Statutory & General Notifications & Filing	0.00	0.00	3.40	1.20	4.60	852.50	185.33
101 : Insurance / Bonding	0.00	0.00	0.40	0.00	0.40	80.00	200.00
103 : IPS Case / File set up/ Filing	0.00	0.00	0.80	0.20	1.00	190.50	190.50
104 : General Administration	1.00	18.60	5.10	3.80	28.50	8,317.00	291.82
105 : Case strategy / Review	0.00	0.00	2.50	1.70	4.20	789.00	187.86
106 : VAT & CT matters and returns	0.00	0.00	3.10	8.00	11.10	1,710.50	154.10
506 : Tax / VAT	0.00	0.00	0.20	0.00	0.20	47.00	235.00
Admin & Planning	1.20	29.10	22.90	15.65	68.85	17,078.00	248.05
600 : Cashiering	0.00	0.00	3.40	6.70	10.10	1,582.50	156.68
Cashiering	0.00	0.00	3.40	6.70	10.10	1,582.50	156.68
650 : Closing Procedures	0.00	0.00	4.30	0.00	4.30	1,003.50	233.37
Closing Procedures	0.00	0.00	4.30	0.00	4.30	1,003.50	233.37
201 : Creditors	0.00	0.95	0.60	3.20	4.75	875.00	184.21
203 : Creditor correspondence / Call	0.00	0.60	4.60	3.10	8.30	1,574.00	189.64
204 : Unsecured Creditors claims	0.00	2.70	0.80	0.10	3.60	1,091.50	303.19
204A : Dealing with Pension Schemes	0.00	0.00	3.80	0.00	3.80	854.50	224.87
207 : Payment of dividends	0.20	1.40	4.50	1.00	7.10	1,612.00	227.04
207A : Notice of Intended Dividend	0.00	0.00	1.00	0.00	1.00	200.00	200.00
207B : Reviewing & Adjudicating Creditors' Claims	0.00	1.90	0.70	0.00	2.60	786.00	302.31
207C : Dealing with HMRC/RPO Claims	0.00	0.00	0.00	4.60	4.60	621.00	135.00
211 : Annual / Progress report	0.00	0.00	4.60	0.00	4.60	1,081.00	235.00
212 : Initial Appointment Notifications to Creditors	0.00	0.00	1.00	0.00	1.00	200.00	200.00
Creditors	0.20	7.55	21.60	12.00	41.35	8,895.00	215.11
300 : Investigations	0.00	0.00	1.30	5.90	7.20	1,056.50	146.74
303 : Computer and digital record analysis	0.00	0.00	0.10	0.00	0.10	20.00	200.00
Investigations	0.00	0.00	1.40	5.90	7.30	1,076.50	147.47
400 : Realisation of Assets	0.00	2.00	3.30	0.00	5.30	1,340.00	252.83
401 : Freehold / Leasehold Property	0.00	0.00	0.00	0.10	0.10	13.50	135.00
402 : Plant and Machinery	0.00	0.00	0.70	0.00	0.70	140.00	200.00
403 : Motor Vehicles	0.00	0.00	0.10	0.00	0.10	20.00	200.00
405 : Debtors	0.00	0.00	1.20	0.00	1.20	282.00	235.00
411 : Cash at Bank	0.00	0.00	0.00	0.10	0.10	13.50	135.00
Realisation of Assets	0.00	2.00	5.30	0.20	7.50	1,809.00	241.20

Time Entry - Detailed SIP9 Time & Cost Summary

6006591 - Oakheath Ltd (Formerly Super Carers Ltd)
From: 18/06/2020 To: 07/3/2022
Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Total Hours	1.40	38.65	58.90	40.45	139.40	31,444.50	225.57
Total Fees Claimed						11,500.00	

Appendix 5

OAKHEATH LTD (FORMERLY SUPER CARERS LTD)
(IN LIQUIDATION)

DETAILED NARRATIVE OF THE WORK UNDERTAKEN DURING THE REVIEW PERIOD

Description of work undertaken	Includes
ADMINISTRATION & PLANNING	
General Administration - Dealing with all routine correspondence and emails relating to the case.	
Case strategy & completing file reviews	Discussions regarding strategies to be pursued Meetings with team members to consider practical, technical and legal aspects of the case Periodic file reviews 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
Corporation Tax matters and returns.	Preparation and filing of Corporation Tax Returns
CREDITORS	
Dealing with creditor correspondence, emails and telephone conversations.	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via email and post
Dealing with HMRC claims	
Annual Progress Reports	Preparing, circulating and filing progress reports.
Final Accounts	Preparing and issuing Final Accounts
DISTRIBUTIONS TO MEMBERS	
Dividend procedures	Preparation of distribution calculation Preparation of correspondence to members announcing declaration of dividend Preparation of cheques/BACS to pay dividend Preparation of correspondence to members enclosing payment of dividend
CASHIERING	
Maintaining and managing the Office Holders' cashbook and bank account.	Preparing correspondence opening and closing accounts Requesting bank statements Correspondence with bank regarding specific transfers Maintenance of the estate cash book
Dealing with cheque requisitions	Issuing cheques/BACS payments where appropriate
Dealing with deposit forms	Banking remittances where appropriate
Bank Reconciliations	
Preparing & Filing statutory Receipts & Payments accounts	Preparing and filing statutory receipts and payments accounts at Companies House

Current Charge-out Rates of the staff working on the case

Time charging policy
Support staff and executive assistants do not charge their time to each case except when the initial set up is being performed or when a sizeable administrative task or appropriate ad hoc duty is being undertaken
Support staff include secretarial and administrative support.
The minimum unit of time recorded is 6 minutes.
Rates are likely to be subject to periodic increase.

Staff	**Charge out rates** **£**
Managing Directors	**345.00 – 580.00**
Directors Appointment Taking	**315.00 – 500.00**
Senior Manager	**300.00 – 415.00**
Directors	**265.00 – 475.00**
Manager	**250.00 – 375.00**
Assistant Manager	**195.00 – 335.00**
Senior Administrator	**200.00 – 285.00**
Administrator	**185.00 – 240.00**
Assistant Administrator	**130.00 – 160.00**
Case Accountant	**135.00**
Junior Administrator	**100.00 – 135.00**
Support Staff/Executive Assistant	**100.00 – 135.00**

Appendix 6

OAKHEATH LTD (FORMERLY SUPER CARERS LTD)
(IN LIQUIDATION)

NOTICE OF FINAL ACCOUNT

NOTICE OF FINAL ACCOUNT

Company Name: Oakheath Ltd (Formerly Super Carers Ltd) **("the Company")**
Company Number: 09279761

This Notice is given under Rule 5.10 of the Insolvency (England & Wales) Rules 2016 ("the Rules"). It is delivered by the Joint Liquidators, Nicholas Simmonds and Chris Newell of Quantuma Advisory Limited, 1st Floor, 21 Station Road, Watford, Herts, WD17 1AP, (telephone number 01628 478100), who were appointed by the members.

The Joint Liquidators hereby confirm that:

(a) the Company's affairs are fully wound up:

(b) within 14 days of the date of the final account, the Joint Liquidators will deliver a copy of the account to the Registrar of Companies; and

(c) the Joint Liquidators will vacate office and be released under Section 171 of the Insolvency Act 1986 on delivering the final account to the Registrar of Companies.

Signed: ______________________________ Dated: 7 March 2022
Nicholas Simmonds
Joint Liquidator