

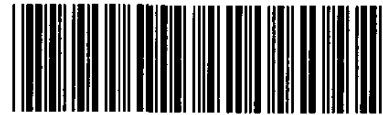
# LIQ14

## Notice of final account prior to dissolution in CVL



Companies House

THURSDAY



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12/03/2020

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COMPANIES HOUSE

[www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)

### 1 Company details

Company number 0 9 3 4 2 4 8 2

Company name in full Seaton Services Limited

#### → Filling in this form

Please complete in typescript or in  
bold black capitals.

### 2 Liquidator's name

Full forename(s) Andrew

Surname Dix

### 3 Liquidator's address

Building name/number Swift House

Street 18 Hoffmanns Way

Post town Chelmsford

County/Region Essex

Postcode C M 1 1 G U

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 Liquidator's release**

☐ Tick if one or more creditors objected to liquidator's release.

:

**7 Final account**

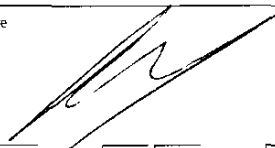
☒ I attach a copy of the final account.

**8 Sign and date**

Liquidator's signature

Signature

X



X

Signature date

d

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m

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y

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y

2

y

0

LIQ14

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### 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 **Andrew Dix**

Company name **LB Insolvency Solutions Ltd**

Address  
**Swift House**  
**18 Hoffmanns Way**

Post town **Chelmsford**

County/Region **Essex**

Postcode **C M 1 1 G U**

Country

DX

Telephone **01245 254791**



### 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](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)**

# **Liquidator's Final Account to Creditors and Members**

**Seacon Services Limited - In Creditors' Voluntary  
Liquidation**

**5 October 2017 to 8 January 2020**

**Dated: 8 January 2020**

## **SEASON SERVICES LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION**

### **CONTENTS**

- 1** Introduction
- 2** Receipts and Payments
- 3** Work undertaken by the Liquidator
- 4** Outcome for Creditors
- 5** Liquidator's Remuneration & Expenses
- 6** Conclusion

### **APPENDICES**

- A** Receipts and Payments Account from 5 October 2019 to 8 January 2020 incorporating a cumulative Receipts and Payments Account for Period from 5 October 2017 to 8 January 2020.
- B** Time Analysis for the period 5 October 2019 to 8 January 2020.
- C** Cumulative Time Analysis for the Period from 5 October 2017 to 8 January 2020.
- D** Additional Information in Relation to the Liquidator's Fees, Expenses & Disbursements

## **SEASON SERVICES LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION**

### **1 Introduction**

- 1.1 I, Andrew Dix (**the Liquidator**) of LB Insolvency Solutions Limited (**LBIS**) Swift House, Ground Floor, 18 Hoffmanns Way, Chelmsford, Essex, CM1 1GU, was appointed as Liquidator of Season Services Limited (**the Company**) on 5 October 2017. The affairs of the Company are now fully wound up and this is my final account of the liquidation, which covers the period since my last annual Progress Report (**the Period**).
- 1.2 Information about the way that we will use and store personal data on insolvency appointments can be found at [www.lbinsolvency.co.uk/privacy-policy/](http://www.lbinsolvency.co.uk/privacy-policy/). If you are unable to download this, please contact us and a hard copy will be provided to you.
- 1.3 The trading address of the Company was Unit 2, Hortonwood 2, Telford, TF1 7GW.
- 1.4 The registered office of the Company was changed to Swift House, Ground Floor, 18 Hoffmanns Way, Chelmsford, Essex, CM1 1GU and its registered number is **09342482**.

### **2 Receipts and Payments**

- 2.1 At Appendix A, I have provided an account of my Receipts and Payments for the Period incorporating a cumulative account since my appointment which provides details of the remuneration charged and expenses incurred and paid by the Liquidator.

### **3 Work undertaken by the Liquidator**

- 3.1 This section of the report provides creditors with an overview of the work undertaken in the liquidation since my last annual Progress Report together with information on the overall outcome of the liquidation.

#### ***Administration (including statutory compliance & reporting)***

- 3.2 As you may be aware, the Liquidator must comply with certain statutory obligations under the Insolvency Act 1986 and other related legislation. Details about the work I anticipated undertaking in this regard was outlined previously and I would confirm that in this period of the liquidation, there are no matters that have affected the costs to any particular extent.
- 3.3 Where the costs of statutory compliance work or reporting to creditors exceeded the initial estimate, it will usually be because the duration of the case has taken longer than anticipated, possibly due to protracted asset realisations, which have in turn placed a further statutory reporting requirement on the Liquidator.
- 3.4 As noted in my initial fees estimate/information, this work has not necessarily brought any financial benefit to creditors, but is work required on every case by statute.

#### ***Realisation of Assets***

- 3.5 There have not been any further realisations.

#### ***Creditors (claims and distributions)***

- 3.6 Further information on the outcome for creditors in this case can be found at section 4 of this report. A liquidator is not only required to deal with correspondence and claims from unsecured creditors, but also those of any secured and preferential creditors of the Company. This may involve separate reporting to any secured creditor and dealing with distributions from asset realisations caught under their security, most typically a debenture as well as dealing with the general handling of communications with stakeholders, such as customers and suppliers.

## **SEASON SERVICES LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION**

- 3.7 Claims from preferential creditors typically involve employee claims and payments made on behalf of the Company by the Redundancy Payments Service following dismissal.
- 3.8 The above work will not necessarily bring any financial benefit to creditors generally and the more creditors there are on an assignment, the higher the resultant cost will usually be, however a liquidator is required by statute to undertake this work.

### ***Investigations***

- 3.9 You may recall from my first progress report to creditors that some of the work the Liquidator is required to undertake is to comply with legislation such as the Company Directors' Disqualification Act 1986 (CDDA 1986) and Statement of Insolvency Practice 2 – Investigations by Office Holders in Administration and Insolvent Liquidations and may not necessarily bring any financial benefit to creditors, unless these investigations reveal potential asset recoveries that the Liquidator can pursue for the benefit of creditors.
- 3.10 My report on the conduct of the Directors of the Company to the Department for Business, Energy & Industrial Strategy under the CDDA 1986 was submitted during the first year of the liquidation and is confidential.
- 3.11 Since my last progress report, I would advise that no further asset realisations have come to light that may be pursued by me for the benefit of creditors

## **4 Outcome for Creditors**

### ***Unsecured Creditors***

- 4.1 I have yet to receive claims from 4 creditors whose debts total £176,512.00 as per the Company's statement of affairs.
- 4.2 The Company did not grant any floating charges to a secured creditor. Accordingly, there is no requirement to create a fund out of the Company's net floating charge property for unsecured creditors (known as the **Prescribed Part**), which only applies to charges created after 15 September 2003.
- 4.3 I would confirm that there will be insufficient funds realised after defraying the expenses of the liquidation to pay a dividend to unsecured creditors.

## **5 Liquidator's Remuneration & Expenses**

- 5.1 The basis of the Liquidator's remuneration was fixed by reference to time properly spent in managing the liquidation.
- 5.2 My time costs for the Period are £2,630.00. This represents 11.25 hours at an average rate of £233.78 per hour. Attached as Appendix B is a Time Analysis which provides details of the activity costs incurred by staff grade during the Period in respect of the costs fixed by reference to time properly spent by me in managing the liquidation.
- 5.3 Also attached as Appendix C is a cumulative Time Analysis for the period from 5 October 2017 to 8 January 2020 which provides details of my time costs since the commencement of the liquidation. These time costs total £13,005.00 which represents 62.6 hours at an average rate of £207.75 per hour.
- 5.4 Attached as Appendix D is additional information in relation to the Liquidator's fees and the expenses and disbursements incurred in the liquidation.

## **SEAON SERVICES LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION**

- 5.5 A copy of 'A Creditors' Guide to Liquidators' Fees' is available on request or can be downloaded from [www.ibinsolvency.co.uk/creditor-reference-suite/](http://www.ibinsolvency.co.uk/creditor-reference-suite/).

### **6 Conclusion**

- 6.1 This final account will conclude my administration of this case. The Notice accompanying this account explains creditors rights on receipt of this information, when I will vacate office and obtain my release as Liquidator.

Yours faithfully



Andrew Dix  
Liquidator

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**Seacon Services Limited**  
**(In Liquidation)**  
**LIQUIDATOR'S RECEIPTS AND PAYMENTS ACCOUNT**

	Statement of affairs £	From 05/10/2019 To 08/01/2020 £	From 05/10/2017 To 08/01/2020 £
<b>RECEIPTS</b>			
Third party funds	6,000.00	0.00	6,000.00
		<u>0.00</u>	<u>6,000.00</u>
<b>PAYMENTS</b>			
Preparation of S. of A.		0.00	5,000.00
Irrecoverable VAT		0.00	1,000.00
Trade & Expense Creditors	(127,545.00)	NIL	NIL
Former Directors loan account.	(48,967.00)	NIL	NIL
Ordinary Shareholders	(100.00)	NIL	NIL
		<u>0.00</u>	<u>6,000.00</u>
Net Receipts/(Payments)		<u>0.00</u>	<u>0.00</u>
<b>MADE UP AS FOLLOWS</b>			
		<u>0.00</u>	<u>0.00</u>

Note:

# Seacon Services Limited

Analysis of time costs from 05/10/2019  
to 08/01/2020

## Appendix B

Classification of Work Function	Hours					Time Cost	Average Hourly Rate
	Partner	Manager	Administrator	Support	Total Hours		
Administration and Planning	0.00	3.10	3.45	0.00	6.55	£1,452.50	£221.76
Creditors	0.80	1.00	2.90	0.00	4.70	£1,177.50	£250.53
Investigations							
Realisation of Assets							
Trading							
<b>Totals:</b>	<b>0.8</b>	<b>4.1</b>	<b>6.35</b>	<b>0</b>	<b>11.25</b>	<b>£2,630.00</b>	<b>£233.78</b>
<b>Total Fees Claimed</b>	<b>(Excluding Disbursements and VAT)</b>					<b>£2,630.00</b>	

# Seacon Services Limited

Analysis of time costs from 05/10/2017  
to 08/01/2020

Appendix C

Classification of Work Function	Hours					Time Cost	Average Hourly Rate
	Partner	Manager	Administrator	Support	Total Hours		
Administration and Planning	1.30	16.80	33.50	0.00	51.60	£10,190.00	£197.48
Creditors	0.80	1.00	4.00	0.00	5.80	£1,375.00	£237.07
Investigations	1.40	3.10	0.00	0.00	4.50	£1,265.00	£281.11
Realisation of Assets	0.00	0.70	0.00	0.00	0.70	£175.00	£250.00
Trading							
<b>Totals:</b>	<b>3.5</b>	<b>21.6</b>	<b>37.5</b>	<b>0</b>	<b>62.6</b>	<b>£13,005.00</b>	<b>£207.75</b>
<b>Total Fees Claimed</b>	<b>(Excluding Disbursements and VAT)</b>					<b>£13,005.00</b>	

## SEASON SERVICES LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION

### Appendix D

#### Additional Information in Relation to the Liquidator's Fees, Expenses & Disbursements

##### 1 Staff Allocation and the Use of Sub-Contractors

- 1.1 The general approach to resourcing our assignments is to allocate staff with the skills and experience to meet the specific requirements of the case.
- 1.2 The constitution of the case team will usually consist of a Director, a Manager, and an Administrator or Assistant. The exact constitution of the case team will depend on the anticipated size and complexity of the assignment and the experience requirements of the assignment.
- 1.3 We have not utilised the services of any sub-contractors in this case.

##### 2 Liquidator's Expenses & Disbursements

- 2.1 As there were insufficient realisations it was not possible for the Liquidator to recover any expenses incurred during the course of the liquidation.

##### 3 Charge-Out Rates

- 3.1 LBIS current charge-out rates effective from 1 September 2019 are detailed below. Please note this firm records its time in minimum units of 6 minutes.

	(Per hour) £
Director	450.00
Associate Director	300.00
Senior Administrator	250.00
Administrator	225.00
Junior Administrator	200.00
Assistants and Support Staff	175.00

Prior to this the following rates applied:

Effective from 1 September 2018

	(Per hour) £
Director	400.00
Associate Director	275.00
Senior Administrator	225.00
Administrator	200.00
Junior Administrator	175.00
Assistants and Support Staff	150.00

# SEAON SERVICES LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION

Effective from 1 September 2017

	(Per hour) £
Director	350.00
Associate Director	250.00
Senior Administrator	200.00
Administrator	175.00
Junior Administrator	150.00
Assistants and Support Staff	125.00

# *LB Insolvency Solutions Ltd*

## **FEES & DISBURSEMENT POLICY STATEMENT**

This statement has been prepared in accordance with the guide lines set out in Statement of Insolvency Practice 9 issued by the Association of Business Recovery Professionals.

Unless otherwise fixed in accordance with The Insolvency Act 1986, fees are charged by reference to time costs incurred and charged at the company's usual rates applicable at the time the work is carried out.

Each statutory report issued containing an account of receipts and payments will be normally accompanied by an analysis of fees and expenses accrued.

### **Remuneration Policy**

- Directors and staff (but not administrative staff) are allocated and charge at a pre-set rate which is reviewed from time to time. The rates fixed from 1 September 2019 are as follows:

Director	£450 per hour
Associate Director	£300 per hour
Senior Administrator	£250 per hour
Administrator	£225 per hour
Junior Administrator	£200 per hour
Assistants and Support Staff	£175 per hour

- The rate is reviewed to assess that it accords with the market
- Time is recorded in 6 minute units
- Time billed is subject to Value Added Tax (VAT)
- The rates are reviewed annually and are subject to change on 1<sup>st</sup> September each year

### **Disbursements Policy**

#### **Category 1:**

- Expenses and disbursements specifically incurred in relation to an instruction are recharged to the account and will usually be identified individually.
- Disbursements paid and recharged to the account are charged at cost value.
- Where applicable, expenses and disbursements recharged to or incurred directly are subject to VAT.

#### **Category 2:**

- General office overheads and travel are not normally recharged except where the cost is exceptional when the following will apply:

Each sheet of paper	10p per sheet
Mileage	45p per mile
Meeting room hire	£100 per meeting
File set up (general cost)	£20 for initial set up (then £5 per additional file)
<i>(rates are subject to change each year on 1 September)</i>	

- Disbursements that are not capable of precise identification and calculation (e.g. part of a shared or allocated cost) will only be paid with prior approval.
- Any payments to associated parties will only be made with prior approval.

Andrew Dix is a Licensed Insolvency practitioner authorised by the Institute of Chartered Accountants of England and Wales in the UK and holds an enabling bond for the purpose of receiving appointments under his license.