

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	0	9	8	4	8	3	5	6
Company name in full	Castle Technical Solutions Limited							

→ Filling in this form

Please complete in typescript or in
bold black capitals.

2 Liquidator's name

Full forename(s)	Gareth
Surname	Buckley

3 Liquidator's address

Building name/number	2 The Crescent
Street	
Post town	Taunton
County/Region	Somerset
Postcode	T A 1 4 E A
Country	

4 Liquidator's name ①

Full forename(s)	Stacey
Surname	Phipps

① Other liquidator

Use this section to tell us about
another liquidator.

5 Liquidator's address ②


Building name/number	2 The Crescent
Street	
Post town	Taunton
County/Region	Somerset
Postcode	T A 1 4 E A
Country	

② Other liquidator

Use this section to tell us about
another liquidator.

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6	Period of progress report															
From date	d	1	d	9	m	1	m	2	y	2	y	0	y	2	y	2
To date	d	1	d	8	m	1	m	2	y	2	y	0	y	2	y	3
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	1	d	4	m	0	m	2	y	2	y	0	y	2	y	4

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

Ayla Griffin

Company name

The Insolvency Company SW Ltd

Address

2 The Crescent

Post town

Taunton

County/Region

Somerset

Postcode

T A 1 4 E A

Country

DX

Telephone

01823 216156



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

CASTLE TECHNICAL SOLUTIONS LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION

ANNUAL PROGRESS REPORT

February 2024

Contents

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1. INTRODUCTION

I refer to my appointment as Joint Liquidator on 19 December 2022 and present my report to creditors covering my acts and dealings and the conduct of the winding up for the period from 19 December 2022 to 18 December 2023.

Under R1.49 of the Insolvency Rules 2016 as amended, if this report has been delivered by electronic means and you require a hard copy, please contact me using either the postal address below, by email to info@theinsolvencycompany.co.uk or telephone on 01823 216156. The document will be provided to you at no cost within 5 business days of your request.

2. COMPANY AND APPOINTMENT DETAILS

Company Name:	Castle Technical Solutions Limited
Registered Office:	2 The Crescent, Taunton, Somerset, TA1 4EA
Former Registered Office:	Unit 4, Bartlett Court, Sea King Road, Lynx Trading Estate, Yeovil, Somerset, BA20 2NZ
Registered Number:	09848356
Principal Activity:	Security systems service activities
Name of liquidators:	Gareth Buckley and Stacey Phipps
Address of liquidators:	2 The Crescent, Taunton, Somerset, TA1 4EA
Alternative contact:	Ayla Griffin
Date of Appointment	19 December 2022

3. PROGRESS DURING THE YEAR

A receipts and payments account incorporating an estimated outcome for the period from 19 December 2022 to 18 December 2023 is enclosed at Appendix 1.

ASSETS

William Furnival F.N.A.V.A of MST Auctioneers Limited was instructed on 21 November 2022 by the company to collect and value the physical assets of the Company.

In addition, on 28 December 2023, I instructed the agents to sell the assets of the company.

I engaged further agents, Goodman Nash Property Audit, during the year to assist me to claim a business rates refund owed to the company.

Book debts

The company's records showed that seven book debts totalling £27,288 were outstanding at the liquidation date. The realisable value shown within the statement of affairs of £8,367 takes into account a general bad debt provision of 40% regarding the remaining debts.

During the year, I recovered three book debts totalling £8,564, in addition, debts totalling £4,361 have been written off principally as a result of these being paid pre liquidation. There remain two debts totalling £1,436 to recover, I am continuing to correspond with the debtors to obtain outstanding amount.

For the purpose of this report, future realisations are uncertain.

Motor vehicles (estimated to realise £4,000)

The company held two motor vehicles that were on hire purchase. Prior to my appointment, these were collected by the asset agent as instructed by the former director.

Prior to auction, the agent settled the remaining balance on the hire purchase agreements. The settlement figure for both motor vehicles totalled £14,731.

Following my appointment, these were sold at auction for £17,500, resulting in a net realisation of £2,769.

Plant and machinery (estimated to realise £3,450)

The company owned plant and machinery with a book value of £12,385. This was valued by my agent at £4,200 based upon being sold at auction.

During the period these assets were sold at auction, realising £6,622.

Goodwill (estimated to realise £nil)

The book value of the goodwill in the statement of affairs was £12,514 and the estimated to realise value was £nil.

During the year, no offer was received purchase the goodwill. Accordingly, no recoveries will be made in this respect.

Stock (estimated to realise £1,750)

The book value of the stock in the statement of affairs was £nil and the estimated to realise value was £1,750 based upon the valuation of my agent.

This stock was sold by my agent realising £3,723.

Third party funds (estimated to realise £1,227)

Following our appointment, the sum of £2,158 was transferred from my firm's client account, being funds previously held in the company's bank account.

Tax refund (estimated to realise £1,202)

A refund of £1,202 is due from HM Revenue & Customs in respect of the VAT on my pre-appointment fees. During the year, I submitted a VAT return to claim this sum and this has been offset by VAT payable to HM Revenue & Customs.

Business rate refund

During the year, my agent assisted me with a claim regarding the overpayment of business rates by the company. Shortly after the reporting period I received £20,523 from Somerset Council.

Claims against the director

In the reporting period, I concluded my investigation regarding director loan account transactions following the insolvency of the company. This has resulted in a claim against the director, Saveria

Moss, for £35,437 being the sums repaid to her after the company was insolvent, which I deem to be a preference in contrary to s239 of The Insolvency Act.

Shortly after anniversary date, I wrote to Mrs Moss to advise her of the claim against her. I have since provided her with additional information and I understand that she intends to take legal advice prior to responding.

For the purpose of this report, recoveries are shown as uncertain.

PAYMENTS

Pre-liquidation fees

A fixed fee of £6,000 was agreed and paid by the Company prior to the liquidation date, therefore this is not reflected in the enclosed receipts and payments account as this only relates to the liquidation period.

Agent's fees

During the period I have paid agent's fees totalling £6,179 regarding the costs of collection, valuation and sale of the assets referred to above.

Other payments

These are self-explanatory and all are shown in the enclosed receipts and payments account.

4. PROFESSIONAL ADVISORS

The following professional advisors has been utilised during the year in this case:-

Advisor	Nature of work	Fee arrangement
MST Auctioneers Limited	Valuation, collection and sale of the company's motor vehicle, plant & machinery and stock.	Commission of 15% on sales, insurance of 1.5% on sales, fixed lotting fees of £3.5 per lot or £20 per vehicle, a fixed collection fee of £100, a fixed valuation fee of £250 and fixed vehicle cleaning fee of £70 plus disbursements
Goodman Nash Property Audit	Recovery of business rates	Commission rate of 35% + VAT, no charges raised where no Total Rate Savings have been achieved

5. LIQUIDATORS' FEES AND EXPENSES

The basis of our joint liquidators' fees was approved by creditors by correspondence on 3 February 2023 in accordance with the following resolution:

"That the Joint Liquidators' fees be fixed on a time cost basis plus VAT with authority to draw fees on account, capped at the sum set out in the fees estimate without further approval; and"

The fee estimate in respect of this resolution was £36,073.

I have drawn remuneration of £15,587 during the year on a time cost basis, in accordance with the above resolution. I had outstanding time costs of £11,467 at 18 December 2023. Details of this remuneration and the time costs and a comparison to the original estimate are given in the enclosed appendices.

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

- the original fees estimate is likely to be exceeded; and
- the original expenses estimate is unlikely to be exceeded

The main reason why the fees estimate is likely to be exceeded is the extensive investigations required as detailed below. However, given the uncertain future realisations in this case, we do not propose to draw fees in excess of the fees estimate at present. We will review the position as regards fees when the prospects of realising the remaining assets become clearer.

The category 1 expenses paid for in the period from 19 December 2022 to 18 December 2023 total £334 and are detailed at Appendix 1 and represent payments to parties not associated with the firm, who have provided services or goods for the administration of the assignment.

I have paid no category 2 expenses in the period from 19 December 2022 to 18 December 2023.

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 liquidator's 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 the liquidator's 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.

Information about this insolvency process may be found on the R3 website at www.creditorinsolvencyguide.co.uk. "A Creditors' Guide to Liquidators' Fees" is available to download at www.theinsolvencycompany.co.uk. Should you require a paper copy, please send your request in writing and a copy will be provided at no cost.

6. INVESTIGATIONS

Following investigations into the affairs and transactions of the company during the period prior to the liquidation, a report was submitted to the Department of Business Energy and Industrial Strategy under the Company Directors Disqualification Act 1986 as required.

During the year I concluded the following matters, with no further action being required:-

- The balance due to HM Revenue & Customs
- The level and use of the bounce back loan
- The level of the director's loan account with recovery in progress
- Potentially preferential payments contrary to s239 Insolvency Act 1985 with recovery in progress

In addition, my investigation work regarding the following issues is continuing

- The furlough claims made by the company
- Fixed assets of the company

It is uncertain at this stage whether any recoveries will be made for the benefit of the liquidation as a result of this work.

7. CREDITORS

The following sections explain the anticipated outcomes to creditors.

Secured creditors

The company has not granted any charges over its assets.

Preferential creditors

Four employees were made redundant on 18 November 2022. The relevant information for employees to submit claims has been provided to the Redundancy Payments Service and information and help has been given to employees to enable them to submit their claims online.

In addition, a claim has also been submitted to the Redundancy Payments Service regarding outstanding pension contributions which will form a preferential claim in the liquidation.

As I do not anticipate making a full recovery in respect of my fees, preferential creditors will not receive a distribution.

Secondary preferential creditor

In any insolvency process started from 1 December 2020, HM Revenue & Customs is a secondary preferential creditor for the following liabilities:

- VAT
- PAYE Income Tax
- Employees' NIC
- CIS deductions
- Student loan deductions

HM Revenue & Customs were estimated to have a secondary preferential claim of £26,609. A claim has not yet been received. In addition, HM Revenue & Customs are anticipated to have an unsecured claim.

Based on current information, I do not anticipate being able to pay a distribution to secondary preferential creditors.

Unsecured creditors

The unsecured creditors as per the statement of affairs totalled £290,859, including an anticipated unsecured claim from HM Revenue & Customs of £4,771. Please be advised that proofs of debt are still being received and therefore the total value of unsecured claims is not known at present.

Based upon current information, unsecured creditors will not receive a dividend. Accordingly, no work has been undertaken to agree the claims received to date.

Prescribed part fund for unsecured creditors

Where a floating charge is created after 15 September 2003 a prescribed part of the company's net property shall be made available to unsecured creditors.

The Company has not granted a floating charge to any creditor after 15 September 2003 and consequently there will be no prescribed part in this liquidation.

8. ETHICS

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

General ethical considerations

Prior to our 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.

Specialist Advice and Services

When instructing third parties to provide specialist advice and services or having the specialist services provided by the firm, I am 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.

The advisors appointed by me in respect of this case is detailed above.

9. CONCLUSION

The administration of the case will be continuing to finalise the following outstanding matters that are preventing this case from being closed:

- Conclusion of the outstanding investigations
- Recovery of the VAT refund
- Recovery of the claims against the director

Due to the issues outstanding as listed above, it is difficult to estimate the timing of the closure of the liquidation.

I shall report again following the next anniversary of my appointment or as soon as I am in a position to conclude this case.

Further information about the insolvency process in general is available at www.creditorinsolvencyguide.co.uk.

Should you have any queries, please contact this office.

Yours Faithfully

For and on behalf of

Castle Technical Solutions Limited

A handwritten signature in black ink, appearing to read 'G. Buckley', written over a horizontal line.

Gareth Buckley

Joint Liquidator

CASTLE TECHNICAL SOLUTIONS LIMITED
RECEIPTS AND PAYMENTS ACCOUNT INCORPORATING AN ESTIMATED OUTCOME STATEMENT
AT 18 DECEMBER 2023

	As per statement of affairs £	In period from 19/12/2022 to 18/12/2023 £	Anticipated £	Total £
Assets subject to fixed charge				
Motor Vehicles	-	17,500	-	17,500
Less: due to chargeholder	-	(14,731)	-	(14,731)
	-	2,769	-	2,769
Uncharged assets				
Book Debts	8,367	8,564	uncertain	8,564
Motor Vehicles	4,000	-	-	-
Plant and Machinery	3,450	6,867	-	6,867
Goodwill	-	-	-	-
Stock	1,750	3,723	-	3,723
Third Party Funds	1,227	2,158	-	2,158
VAT Recoverable	1,202	1,202	-	1,202
Business rates refund	-	-	20,523	20,523
Claims against the director	-	-	uncertain	-
	19,996	25,283	20,523	45,806
Payments				
Agent's fees	-	(6,179)	(7,183)	(13,362)
Liquidators' fees	-	(15,587)	(16,458)	(32,045)
Statutory advertising	-	(179)	-	(179)
Insolvency bond	-	(150)	-	(150)
DocuSoft file management software	-	-	(55)	(55)
Postage	-	(5)	(10)	(15)
	19,996	3,183	(3,183)	-
Less: preferential creditors	(10,970)	-	-	-
	9,026	3,183	(3,183)	-
Less: secondary preferential creditors	(29,609)	-	-	-
	(20,583)	3,183	(3,183)	-
Less: unsecured creditors	(290,859)	-	-	-
Estimated deficit regarding unsecured creditors	(311,442)	3,183	(3,183)	-
Estimated dividend regarding preferential creditors	0%	0%	0%	0%
Estimated dividend regarding secondary preferential creditors	0%	0%	0%	0%
Estimated dividend regarding unsecured creditors	0%	0%	0%	0%
Represented by:				
Local non-interest bearing bank account				
- Gareth Buckley Stacey Phipps re Castle Technical Solutions Limited in Liquidation		-		
VAT control account		3,183		
		3,183		

Note 1

The figures on the receipts and payments account incorporating an estimated outcome statement are net of VAT

Work Undertaken During The Period

INTRODUCTION

An overview of the case has been provided in the main body of the report to which this appendix is enclosed.

I can advise that my fees were set on a time cost basis subject to a fee estimate of £36,072.50 by creditors through a decision by correspondence on 3 February 2023.

INSOLVENCY PRACTITIONER'S CHARGING AND EXPENSES RECOVERY POLICY

A summary of my firm's charge-out rates and expenses policy is enclosed in the appendices.

All staff who worked specifically on this assignment had their time costed and charged to it, including secretarial and cashiering time. It is the firm's practice to ensure that work is conducted by appropriate staff members with the appropriate level of experience. Junior members of staff deal with the day to day administration on cases and a manager and Insolvency Practitioner then oversees the work undertaken. Where the issues are complex and litigious, the work will be closely supervised or undertaken by a senior manager or Insolvency Practitioner.

It is the policy of this firm to review staff charge-out rates periodically and increases have been implemented during the administration of the case as follows:-

Insolvency Practitioner	8%
Manager	8%
Administrator	8%
Assistants and Support Staff	8%

NARRATIVE DESCRIPTION OF WORK CARRIED OUT

Appendix 3 outlines the time costs incurred in relation to activities undertaken during the year, which can be summarised as follows. Staff of different levels were involved in the activities shown depending upon the experience required and, where significant, further information is provided in this respect.

Administration (including statutory reporting)

The joint liquidators are 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.

The following activities have been undertaken:-

- Statutory advertising and filing in respect of the appointment
- Forming and documenting a strategy for the progression of the case
- Monitoring and maintaining an adequate statutory bond
- Notifying creditors and all interested parties of the liquidation
- Consulting with and instructing staff as regards practical, technical and legal aspects of the case to ensure efficient progress
- Maintaining case files, which must include records to show and explain the administration and any decisions made that materially affect the administration

- Preparation of decision notices, proxies / voting forms and collating and examining proofs and proxies to establish decisions. Dealing with queries with regarding to decisions and issuing the notice of result of decision process
- Maintaining and updating the estate cash book and bank accounts, including regular bank reconciliations and processing receipts and payments
- Maintenance of statutory and case progression task lists/diaries
- Collecting and making an inventory of the company's books and records.
- Undertaking data protection registration checks
- Undertaking Pension Protection Fund (PPF) search and submitting a notice of the appointment to the PPF, The Pensions Regulator and the trustees of the pension scheme
- Preparing the fee estimate
- VAT administration including returns and forms
- Conducting periodic case reviews to ensure that the liquidation is progressing efficiently, effectively and in line with the statutory requirements
- Periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards

We have met our 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 the strategies pursued and the outcomes anticipated.

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

- The report to creditors advising of my appointment
- A fee estimate and a report detailing the work proposed to be completed regarding the decision by correspondence held on 3 February 2023

Realisation of assets

The following activities were undertaken in order to generate funds to cover the costs of the liquidation. Some of this work may not have directly resulted in realisations, but it is necessary to identify, secure and investigate any potential assets of the company. My staff and I formulated and worked through a realisation strategy that sought to maximise realisations net of costs. The financial benefit of those efforts is described further in the main body of the report.

- Corresponding with the company's bank with regard to its accounts and what is realisable
- Book debts including liaising with customers and director
- Liaising with my agent regarding the sale of the company assets
- Engaging and liaising with my agent regarding the business rates refund
- Receiving funds regarding the realisation of assets

Investigations

During the Review Period, we carried out an initial review of the company's affairs in the period prior to appointment.

The director provided the books and records and a completed questionnaire as well as a Statement of Affairs.

The information gleaned from this process enabled the joint liquidators to meet their statutory duty to submit a confidential report on the conduct of the directors (past and present) to the Insolvency Service.

This work was also carried out with the objective of making an initial assessment of whether there were any matters that 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 the joint liquidators considered merited further investigation. These matters are detailed in the main body of the report.

Although this work did not generate 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.

The work undertaken included:-

- Corresponding with the director
- Reviewing completed questionnaires
- Reviewing the company records
- Reconstruction of the financial affairs of the company
- Recalculation of the deficiency statement
- Review of specific transactions and liaising with the director regarding certain transactions
- Completing a questionnaire under the Company Directors Disqualification Act
- Submission of report with the Insolvency Service
- Assisting the Insolvency Service with its investigations
- Conducting follow up work as necessary in respect of investigation findings

Creditors

In order to comply with rules, regulations and best practice guides as well as receive claims from preferential / secondary preferential / unsecured creditors, the following tasks were undertaken:-

- Communication with creditors as appropriate
- Maintaining a list of creditors' claims
- Liaising with the Redundancy Payments Service and employees with regard to employee claims
- Obtaining, processing and submitting information to the Redundancy Payments Service with regard to employee claims

TIME AND CHARGE OUT SUMMARY

A summary of the time spent on this assignment and the costs charged to it as a result is provided in Appendix 3.

I can advise that I have drawn remuneration of £15,587 in respect of the above time costs and in accordance with the approved basis of my remuneration detailed above. I had unbilled time costs of £11,467 at the anniversary date.

SUPPORTING DOCUMENTS

I enclose a copy of the resolution passed dealing with the approval of our remuneration.

CASTLE TECHNICAL SOLUTIONS LIMITED
 BREAKDOWN OF TIME COSTS INCURRED
 INCLUDING COMPARISON TO FEE ESTIMATE
 FOR THE PERIOD FROM 19 DECEMBER 2022 TO 18 DECEMBER 2023

Classification of Work Function					Time Cost £	Average Hourly Rate	Per Fee Estimate		
	Insolvency Practitioner	Manager	Administrators	Total Hours			Total Hours	Time Cost £	Average Hourly Rate
Administration and planning	7.4	0.2	55.1	62.7	15,702.32	250.44	68.7	11,647.50	169.54
Investigations	3.8	7.6	18.3	29.7	8,481.00	285.56	35.0	10,845.00	309.86
Realisation of assets	2.6	0.0	1.8	4.4	1,574.80	357.91	13.0	4,120.00	316.92
Creditors	1.1	0.0	3.3	4.4	1,295.26	294.38	21.8	6,630.00	304.13
Closure	0.0	0.0	0.0	0.0	-	-	9.0	2,830.00	314.44
Total Hours	14.9	7.8	78.5	101.2		267.33	147.5	36,072.50	244.6
Total Time Cost					27,053.38				
Billed to date					15,586.54				
Written off to date					-				
Outstanding Time Cost					11,466.84				

THE INSOLVENCY COMPANY SW LTD – FEES AND EXPENSES POLICY

This policy applies where a licensed Insolvency Practitioner in this firm is seeking appointment, or is currently acting, as an office holder of an insolvent estate and a resolution will be proposed or has been approved authorising fees to be drawn from the estate.

Charge out Rates from 1 September 2023	
Grade (£ per hour)	
	£
Insolvency Practitioner	459 – 486
Manager	297 - 450
Administrator	237 - 270
Assistants and Support Staff	150 - 200

All above charges are exclusive of VAT.

Time costs are calculated using 6-minute units.

In the event that the fee agreement does not provide for fees on a time cost basis, this information is produced for information only and fees will be drawn on the basis agreed

Agent's Costs

Charged at cost based upon the charge made by the Agent instructed, the term Agent includes:

- Solicitors/Legal Advisors
- Auctioneers/Valuers
- Accountants
- Quantity Surveyors
- Estate Agents
- Other Specialist Advisors

Expenses

In accordance with Statement of Insolvency Practice 9 (SIP9) the basis of allocation in respect of expenses incurred by the Office Holder in connection with the Liquidation of the estate must be fully disclosed to creditors. Expenses are categorised as either Category 1 or Category 2.

Category 1 expenses: These are costs where there is specific expenditure directly referable both to the appointment in question and a payment to an independent third party. These may include, for example, advertising, room hire, storage, postage, telephone charges, travel expenses, statutory report web-hosting and equivalent costs reimbursed to the office holder or his or her staff. Category 1 expenses can be drawn without prior approval although an office holder should be prepared to disclose information about them in the same way as any other expenses.

Category 2 expenses: These are costs that are directly referable to the appointment in question but not to a payment to an independent third party. They may include shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis, for example, business mileage. Category 2 expenses may be drawn if they have been approved in the same manner as an office holder's remuneration. When seeking approval, an office holder should explain, for each category of expense, the basis on which the charge is being made. If an office holder has obtained approval for the basis of category 2 expenses, that basis may continue to be used in a sequential appointment where further approval on the basis of remuneration is not required, or where the office holder is replaced.

Category 2 expenses are proposed to be recovered as follows:

Mileage 80 pence per mile

For further information, the publication, A Creditors' Guide to fees is available to view via our website; www.theinsolvencycompany.co.uk. If, however, you do not have access to the internet and require a hard copy, please contact the office and one will be posted to you.

Please note that charge out rates and expenses are reviewed annually and may be subject to change.

RECORD OF DECISION

Company Name: Castle Technical Solutions Limited (In Liquidation) ("the Company")

Company Number: 09848356

The deadline for submission of votes – 23.59 on 3 February 2023– had passed.

The following decisions were considered:

1	That a liquidation committee will not be established.
2	That the Joint Liquidators' fees be fixed on a time cost basis plus VAT with authority to draw fees on account, capped at the sum set out in the fees estimate without further approval; and
3	That the Liquidator be authorised to discharge all Category 2 expenses, calculated on the bases detailed in The Insolvency Company SW Ltd's Summary.

The following voting forms were received:

Ref.	Creditor	Claim ¹ £
1	Cando Large Format	£79.38
2	ADI Gardiner Limited	£26,622.81

Ref.	Decision 1		Decision 2		Decision 3	
	For	Against	For	Against	For	Against
1	£79.38		£79.38		£79.38	
2		£26,622.81	£26,622.81		£26,622.81	

Although creditors voted for the establishment of a Liquidation Committee, there were insufficient nominations by 3 February 2023 and therefore, no Committee has been established.

First stage: The voting as percentages of total claims of those creditors who voted was as follows:

	Percentage	Decision outcome
For decision 1	0.3%	Rejected
For decision 2	100%	Approved
For decision 3	100%	Approved

Gareth Buckley
Joint Liquidator and convener

Dated: 15 February 2023

¹ Note: a claim form MUST have been received by the deadline in order for the vote to count. Claim forms submitted prior to the Notice of Decision Procedure count for these purposes.

NOTICE OF GENERAL USE OF WEBSITE

Company Name: Castle Technical Solutions Limited (In Liquidation) ("the Company")
Company Number: 09848356

This Notice is given under Rule 1.50 of the Insolvency (England & Wales) Rules 2016 ("the Rules"). It is delivered by the Joint Liquidator of the Company, Gareth Buckley, of The Insolvency Company SW Ltd, 2 The Crescent, Taunton, Somerset, TA1 4EA (telephone number 01823 216156), who was appointed by the members and creditors.

Accessing documents

The Joint Liquidator has chosen to deliver all future documents (other than those listed below) to members and creditors by making them available for viewing and downloading on the website set out below:

Website: www.ips-docs.com
Username: See cover email / letter
Password: See cover email / letter

Documents will be uploaded to this website without further notice to members and creditors and the Joint Liquidator will not be obliged to deliver any such documents to any recipient of this notice unless it is requested.

Requesting hard copies

Recipients of this notice may at any time request a hard copy of any or all of the following:

- (i) documents currently available for viewing on the website; or
- (ii) future documents that may be made available there.

To request one or more hard copies, contact the office by one of the following methods:

Telephone: 01823 216156
Email: info@theinsolvencycompany.co.uk
By post: The Insolvency Company SW Ltd, 2 The Crescent, Taunton, Somerset, TA1 4EA

Documents that will not be uploaded to the website

The following documents will not be uploaded to the website, but instead will be delivered by post or by email as required:

- (i) a document for which personal delivery is required;
- (ii) a notice under rule 14.29 of the Insolvency (England & Wales) Rules 2016 of intention to declare a dividend; and
- (iii) a document which is not delivered generally.

Signed: 

Gareth Buckley
Joint Liquidator

Dated: 14 February 2024

Documents that are likely to be uploaded to the website

In Liquidation, the following reports and notices are generally issued:

Document	Approximate timescale (from commencement of Liquidation)
Notice of Appointment	28 days
Annual Progress Report	2 months after each anniversary
Final Account	On completion