

# CVA3

## Notice of supervisor's progress report in voluntary arrangement



Companies House

FRIDAY



A25  
13/03/2020  
COMPANIES HOUSE

### 1 Company details

Company number 1 0 1 3 6 7 7 5

Company name in full W12 Maintenance Limited

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

### 2 Supervisor's name

Full forename(s) Laura

Surname Prescott

### 3 Supervisor's address

Building name/number 4th Floor Churchgate House

Street

Post town Bolton

County/Region

Postcode B L 1 1 H L

Country

### 4 Supervisor's name<sup>①</sup>

Full forename(s)

Surname

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

### 5 Supervisor's address<sup>②</sup>

Building name/number

Street

Post town

County/Region

Postcode

Country

② Other supervisor  
Use this section to tell us about  
another supervisor.

# CVA3

## Notice of supervisor's progress report in voluntary arrangement

### 6 Date of voluntary arrangement

Date 

d	1	d	4	m	0	m	1	y	2	y	0	y	1	y	9
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### 7 Period of progress report

Date from 

d	1	d	4	m	0	m	1	y	2	y	0	y	1	y	9
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

Date to 

d	1	d	3	m	0	m	1	y	2	y	0	y	2	y	0
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

### 8 Progress report

☒ I attach a copy of the progress report

### 9 Sign and date

Supervisor's signature

Signature

X 

X

Signature date

d	1	d	2	m	0	m	3	y	2	y	0	y	2	y	0
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# CVA3

## Notice of supervisor's progress report in voluntary arrangement



### 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 **Laura Prescott**

Company name **Anderson Brookes Insolvency Practitioners Limited**

Address **4th Floor Churchgate House**

Post town **Bolton**

County/Region

Postcode **B L 1 1 H L**

Country

DX

Telephone **01204 255 051**



### 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 and dated 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)

12 March 2020

Dear Sirs

**W12 Maintenance Limited ("the Company") - Company Voluntary Arrangement ("CVA")**

I refer to the above-named Company and the CVA which was approved on 14 January 2019.

Please find enclosed a copy of my first annual report together with notice of a virtual meeting for creditors to consider proposed variations to the arrangement.

Should you have any queries, please do not hesitate to contact me on 01204 255 051.

Yours faithfully

Rebecca Marsden  
For **Laura Prescott**  
Supervisor



**W12 Maintenance Limited  
(Company Voluntary Arrangement)**

**Progress & Variation Report**

**Laura Prescott**

**Anderson Brookes Insolvency Practitioners Limited  
4th Floor Churchgate House, Bolton, BL1 1HL**

Anderson Brookes Insolvency Practitioners Ltd, 4th Floor, Churchgate House, Bolton BL1 1HL  
Tel: 01204 255 051 Email: [info@andersonbrookes.co.uk](mailto:info@andersonbrookes.co.uk)

Anderson Brookes Insolvency Practitioners Ltd is a limited company registered in England and Wales.  
Company registration number 10324159. Brendan P Hogan is licensed to act as an  
Insolvency Practitioner in the UK by the Insolvency Practitioners Association. Licence Number 101680.



**W12 MAINTENANCE LIMITED (COMPANY VOLUNTARY ARRANGEMENT)****STATUTORY INFORMATION**

Company Name	W12 Maintenance Limited
Company Number	10136775
Proceedings	Company Voluntary Arrangement
Date of Appointment	14 January 2019
Supervisor	Laura Prescott Anderson Brookes Insolvency Practitioners Limited 4th Floor Churchgate House, Bolton, BL1 1HL
Registered office Address	4 Capricorn Centre, Cranes Farm Road, Basildon, SS14 3JJ

### **Executive Summary**

The above Company Voluntary Arrangement ("CVA") was approved on 14 January 2019 with Brendan P Hogan appointed as Supervisor. Laura Prescott replaced Brendan P Hogan as Supervisor of the Arrangement on 21 August 2019 by Order of the Court.

This report describes the progress since the commencement of the IVA to 13 January 2020 ("the Review Period") and also encloses notice of a meeting for creditors to vote on proposed variations to the approved proposal.

### **Receipts and Payments**

I attach at **Appendix I** a copy of my Receipts and Payments Account for the Review Period and for the CVA as a whole.

### **Contributions**

Under the terms of the CVA Proposal, the Company was required to introduce a lump sum on approval of £6,000 in addition to monthly contributions of £2,000 for 60 months.

I can confirm that the Company has maintained contributions at the required level. During the review period contributions of £31,000 were received and to date, the total received is £34,000.

I can also confirm that, in line with the modified terms of the arrangement, the Company also paid to the Supervisor the sum of £2,000 to be retained and relied upon in the event that the arrangement fails and a petition for the winding up of the Company is required.

### **Creditors' Claims**

To date, I have received claims from 10 creditors in the arrangement, totalling £176,007.19. However, The Company has advised that the debts to Selco Trade Centres Limited, Travis Perkins PLC, and Screwfix Direct T/A Trade UK have all been settled by the Directors under their personal guarantee liability.

A schedule of creditors' claims at present is attached at **Appendix II**. Creditors will note that compared with the approved level of creditors, there has been an increase in excess of 15% in creditors claims which constitutes a breach of the arrangement terms and is addressed under the proposed variation.

### **Current Position & Proposed Variation**

During my review of the Company's trading performance within the review period, it came to my attention that the Company has accrued PAYE arrears for the post appointment period totalling £81,076.72 which constitutes a further breach to the arrangement terms.

This matter has been discussed in detail with the Company who understand the severity of the position. After entering into discussions with HMRC, a dispute as to the amount outstanding has been raised and is under investigation. The Company and their accountant believe that the accurate amount owing in this regard to be £75,746.43. This figure includes current month (month 10) and a provision for interest and has been presented to HMRC to be paid no later than 30 April 2020.

Furthermore, the Company have secured a lump sum of £80,000 from a third party and would like to offer this sum to creditors in full and final settlement of the CVA. Please note that these funds are only available in the event that the proposed variations are accepted by creditors.

Unless shown to the contrary, an email is treated as delivered at 9am on the next business day after it was sent.

**All proofs of debt must be delivered by: 4pm on 08 April 2020**

**All proxy forms must be delivered to the convener or chair before they may be used at the meeting fixed for 14:00 on 09 April 2020**

### **Resolutions**

It is proposed that the following decisions be made:

1. That creditors accept a third-party lump sum of £80,000 in full and final settlement of the CVA, with the funds to be paid to the Supervisor by no later than 30 April 2020.
2. That creditors agree that acceptance of the proposals deems the breaches in respect of post appointment liabilities and breach in total liability forgiven and satisfied.
3. That a variation fee of £1,000 be drawn by the Supervisor

### **Estimated Outcome Statement**

Attached at **Appendix VI** is a revised Estimated Outcome Statement showing the dividend prospect as per the current terms of the Arrangement being 42.03p in the £. Should the proposed variation be accepted, the revised dividend prospect would be 46.36p in the £. The offer is deemed worthy of consideration by the Supervisor as it sees creditors receive an enhanced dividend earlier than the original proposed duration of the arrangement.

### **Dividends**

No distributions have been paid to date. A notice of intended dividend is enclosed at **Appendix III**, permitting until 09 April 2020 for outstanding claims to be received. Those creditors who have not submitted a claim to date should do so without further delay. A proof of debt form can be found at **Appendix IV**.

Creditors who fail to provide the necessary documentation may be excluded from the dividend payment. The quantum of the distribution will be dependent upon the outcome of the proposed variation.

### **Fees**

In accordance with the CVA terms, Nominee's fees of £10,000 have been drawn to date.

The CVA terms provide that the Supervisor is remunerated on the basis of 15% of all realisations. To date, the sum of £4,766.68 has been drawn.

Creditors may access a Guide to Voluntary Arrangement Fees at: <https://www.insolvency-practitioners.org.uk/regulation-and-guidance/guides-to-fees> or a hard copy will be provided on request.

The tasks undertaken during the Review Period are as follows:

Administration: complying with the statutory and regulatory duties as regards filing, maintaining records, managing a cash book and bank account, conducting periodic case reviews and drafting this progress report; pursuing delivery of the Company's accounts; conducting financial reviews; addressing the issues arising from the review and assistance in proposing the variation.

Realisation of assets: monitoring and processing the Company's payment of voluntary contributions.



**Creditors:** responding to creditors' queries; logging creditors' claims and supporting information; maintaining the database as regards creditors' contact details and claims; adjudicating on all claims received and chasing outstanding documentation.

Disbursements have been drawn in accordance with the terms of the proposal.

If there are any queries regarding the content of this report, please do not hesitate to contact me.

A handwritten signature in black ink, appearing to read 'L. Prescott'.

**Laura Prescott**  
**Supervisor**

**Notice of Decision Procedure**

Notice of Decision Procedure by virtual meeting of creditors is hereby given under Rule 15.5 and 15.8 of the Insolvency (England & Wales) Rules 2016.

The virtual meeting will be held via a telephone conferencing platform and will be held as follows:

Time: 14:00

Date: 09 April 2020

To access the virtual meeting: To attend the virtual meeting please contact the Supervisor at least one business day before and access codes and login information will be provided.

The virtual meeting may be suspended or adjourned by the chair of the meeting.

Creditors wishing to vote at the meeting must lodge details of their claim, even if the claim would fall under Rule 14.31(1). Creditors who have opted out from receiving notices may still vote. A creditor may vote in respect of an unliquidated or unascertained amount for the value of £1.

Every creditor secured or unsecured, who has notice of the decision procedure is entitled to vote in respect of that creditor's debt. A secured creditor will only be able to vote in respect of their unsecured claim.

Creditors who meet one or more of the statutory thresholds listed below may within 5 business days of delivery of the notice request a physical meeting to be held.

Statutory thresholds to request a meeting: 10% in value of the creditors  
10% in number of the creditors  
10 creditors

A decision approving the resolutions is made when three-quarters or more (in value) of those voting approve it. The decision is not made if more than half of the total value of creditors who are not associates of the debtor vote against it.

A person who is or claims to be an excluded person can make a complaint to the chair or convener under Rule 15.38. A complaint must be made as soon as reasonably practicable and in any event no later than 4pm on the business day following the day on which the person was, or appeared to be, excluded; or where an indication is sought under Rule 15.37, the day on which the complainant received the indication.

Also provided is a proxy form to enable creditors to appoint a proxy-holder to attend on their behalf (note: any creditor who is not an individual must appoint a proxy-holder, if they wish to attend or be represented at the meeting).

All proxy forms, together with a proof of debt if one has not already been submitted, must be completed and returned by one of the methods set out below:

By post to: Anderson Brookes Insolvency Practitioners Ltd, 4<sup>th</sup> Floor Churchgate House,  
Bolton, BL1 1HL

By fax to: 01204 500 263

By email to: [info@andersonbrookes.co.uk](mailto:info@andersonbrookes.co.uk)

Please note that, if you are sending forms by post, you must ensure that you have allowed sufficient time for the forms to be delivered to the address above by the times set out below.

**W12 Maintenance Limited**  
**(Under a Voluntary Arrangement)**  
**Supervisor's Summary of Receipts and Payments**

<b>RECEIPTS</b>	<b>Statement of Affairs (£)</b>	<b>From 14/01/2019 To 12/01/2020 (£)</b>	<b>From 13/01/2020 To 12/03/2020 (£)</b>	<b>Total (£)</b>
Debtor Contributions		31,000.00	3,000.00	34,000.00
WUP Reserve		2,000.00	0.00	2,000.00
		<b>33,000.00</b>	<b>3,000.00</b>	<b>36,000.00</b>
<b>PAYMENTS</b>				
Specific Bond		420.00	0.00	420.00
Nominees Fee		10,000.00	0.00	10,000.00
Supervisors Fee		4,766.68	0.00	4,766.68
Stationery & Postage		108.32	0.00	108.32
Court Transfer Fee		21.80	0.00	21.80
		<b>15,316.80</b>	<b>0.00</b>	<b>15,316.80</b>
<b>Net Receipts/(Payments)</b>		<b>17,683.20</b>	<b>3,000.00</b>	<b>20,683.20</b>
<b>MADE UP AS FOLLOWS</b>				
Bank 1 Current		15,683.20	3,000.00	18,683.20
WUP Reserve		2,000.00	0.00	2,000.00
		<b>17,683.20</b>	<b>3,000.00</b>	<b>20,683.20</b>

Note:

\_\_\_\_\_  
 Laura Prescott  
 Supervisor

**Anderson Brookes Insolvency Practitioners Limited**  
**W12 Maintenance Limited**  
**Creditor Claims Summary Report**

Key	Name	Rep. By	S of A £	Claim £	Agreed Claim £
CB00	BSS Site Services		11,476.40	11,476.40	11,476.40 (U)
CB01	Berrington Law Ref: 11306-82/SR/DB Décor		0.00	0.00	0.00
CC00	Crown Stone Preservation Invoice: WGRR002		2,050.00	1,950.00	1,950.00 (U)
CC01	Capital Waste & General Building Limited Invoice: 2101 & 2078		876.00	0.00	0.00
CD00	DB Decor Limited		10,189.00	0.00	0.00
CF00	Flint Bishop Solicitors		0.00	0.00	0.00
CF01	Freeths LLP Re: Travis Perkins		0.00	0.00	0.00
CH00	HMRC 880 1992253		49,511.94	72,572.89	72,572.89 (U)
CJ00	Jewson Limited		2,464.00	0.00	0.00
CJ01	Jet Ductwork Services Ltd		2,580.00	0.00	0.00
CJ02	J.E Baring & Co Ref: AJH/STD/TB/GROW050		0.00	0.00	0.00
CM00	Magrasil uk ITD 14281		3,345.00	3,344.87	3,344.87 (U)
CM01	QBE Insurance (Europe) Ltd 048033/01/2018/000		0.00	25,165.00	25,165.00 (U)
CS00	Sekon Glassworks Ltd in Liquidation		6,133.00	6,112.47	6,112.47 (U)
CSEL	Selco Trade Centres Ltd		1,500.00	0.00	Agreed Nil Claim
CSEM	SIG Trading Limited 0087860		3,354.07	2,966.64	2,966.64 (U)
CSEN	Shoosmiths LLP Solicitors		0.00	0.00	0.00
CSEO	Site Suport Management Ltd W12 Maintenance		0.00	14,250.70	0.00
CT00	Screwfix Direct T/a Trade UK		3,554.00	0.00	Agreed Nil Claim
CT02	Travis Perkins PLC E06YM500		1,870.22	0.00	Agreed Nil Claim
CTRA	Screwfix Direct Limited T/a Trade UK		3,790.43	0.00	Agreed Nil Claim
CTRB	TS Legal (Collection) Selco Trade Centres		0.00	0.00	0.00
CW00	Wolfe Group Limited		36,298.00	36,298.00	0.00
<b>23 Entries Totalling</b>			<b>138,992.06</b>	<b>174,136.97</b>	<b>123,588.27</b>

U - Unsecured

Signature \_\_\_\_\_

12 March 2020

**NOTICE OF INTENDED DIVIDEND**

**W12 MAINTENANCE LIMITED - COMPANY VOLUNTARY ARRANGEMENT**

I write in reference to the above named arrangement approved on 14 January 2019.

Notice is hereby given that I intend to declare a dividend to unsecured creditors herein within a period of three months from the last date of proving.

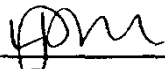
**Last day for receiving proofs – 09 April 2020**

I would be grateful if those creditors who have yet to do so could lodge their claim as soon as possible by completing the "PROOF OF DEBT" form and returning to my office together with supporting documentary evidence of your claim where possible.

*If the Proof of Debt form and Supporting evidence is not received by the deadline you will be excluded from this distribution.*

Laura Prescott  
Anderson Brookes Insolvency Practitioners Limited  
4th Floor Churchgate House  
Bolton  
BL1 1HL

Signed:

  
\_\_\_\_\_  
Laura Prescott  
Supervisor

# PROOF OF DEBT - GENERAL FORM

## W12 Maintenance Limited

DETAILS OF CLAIM		
1.	Name of Creditor (if a company, its registered name)	
2.	Address of Creditor (i.e. principal place of business)	
3.	If the Creditor is a registered company: <ul style="list-style-type: none"> <li>For UK companies: its registered number</li> <li>For other companies: the country or territory in which it is incorporated and the number if any under which it is registered</li> <li>The number, if any, under which it is registered as an overseas company under Part 34 of the Companies Act</li> </ul>	
4.	Total amount of claim, including any Value Added Tax, as at the relevant date, less any payments made after this date in relation to the claim, any deduction under R14.20 of the Insolvency (England & Wales) Rules 2016 and any adjustment by way of set-off in accordance with R14.24 and R14.25	£
5.	If the total amount above includes outstanding uncapitalised interest, please state	YES (£ ) / NO
6.	Particulars of how and when debt incurred	
7.	Particulars of any security held, the value of the security, and the date it was given	
8.	Details of any reservation of title in relation to goods to which the debt relates	
9.	Details of any document by reference to which the debt can be substantiated. [Note the office holder may call for any document or evidence to substantiate the claim at his discretion]	
10.	Give details of whether the whole or any part of the debt falls within any (and if so which) of the categories of preferential debts under section 386 of, and schedule 6 to, the Insolvency Act 1986	Category  Amount(s) claimed as preferential £
AUTHENTICATION		
Signature of Creditor or person authorised to act on his behalf		
Name in BLOCK LETTERS		
Date		
If signed by someone other than the Creditor, state your postal address and authority for signing on behalf of the Creditor		
Are you the sole member of the Creditor?		YES / NO

# Proxy

In the matter of

and

in the matter of the Insolvency Act 1986

Notes to help completion of the form

Please give full name and address for communication

Name of creditor \_\_\_\_\_

Address \_\_\_\_\_

Please insert name of person or "chair of the meeting". If you wish to provide for alternative proxy-holders in the circumstances that your first choice is unable to attend please state the names of the alternatives as well

Name of proxy-holder

1 \_\_\_\_\_

2 \_\_\_\_\_

3 \_\_\_\_\_

Please delete words in brackets if the proxy-holder is only to vote as directed i.e. he has no discretion

I appoint the above person to be my/the creditor's proxy-holder at the virtual meeting of creditors to be held on 09 April 2020, or at any adjournment of that meeting. The proxy-holder is to propose or vote as instructed below (and in respect of any resolution for which no specific instruction is given, may vote or abstain at his/her discretion).

## Voting instructions for resolutions:

1. That creditors accept a third-party lump sum of £80,000 in full and final settlement of the CVA, with the funds to be paid to the Supervisor by no later than 30 April 2020.

ACCEPT / REJECT

2. That creditors agree that acceptance of the proposals deems the breaches in respect of post appointment liabilities and breach in total liability forgiven and satisfied.

ACCEPT / REJECT

3. That a variation fee of £1,000 be drawn by the Supervisor.

ACCEPT / REJECT

This form must be signed

Signature \_\_\_\_\_ Dated \_\_\_\_\_

Name in CAPITAL LETTERS \_\_\_\_\_

Only to be completed if the creditor has not signed in person

Position with creditor or relationship to creditor or other

authority for signature: \_\_\_\_\_

Are you are the sole member/shareholder of the creditor?

Yes / No

This proxy may be completed with the name of the person or the chair of the meeting who is to be the proxy-holder.

**W12 Maintenance Limited**  
**10136775**

**REVISED OUTCOME STATEMENT**

	<b>Approved Arrangement</b>	<b>Proposed Variation</b>
	£	£
<b>Assets not specifically pledged</b>		
Voluntary contributions £2,000 x 60	120,000	
Lump sum of £6,000	6,000	
Contributions received to date (inc WUP)		36,000
Lump Sum		80,000
<b>Estimated amount available to creditors</b>	<b>126,000</b>	<b>116,000</b>
Nominee's Fee	(10,000)	(10,000)
Supervisor's Fee	(18,000)	(17,400)
Scanning & Archiving	(180)	-
Variation Fee		(1,000)
IP Bond Fee	(420)	(420)
Court Transfer Fee		(22)
Postage	(50)	(110)
<b>Estimated amount available to creditors</b>	<b>97,350</b>	<b>87,048</b>
<b>Unsecured creditors</b>		
HMRC	(72,573)	(72,573)
Trade Creditors	(85,700)	(115,209)
Contingent Creditors	(73,354)	-
<b>Estimated surplus / (deficiency)</b>	<b>(134,277)</b>	<b>(100,734)</b>
<b>Estimated dividend to unsecured creditors (p in the £)</b>	<b>42.03</b>	<b>46.36</b>