

# LIQ14

## Notice of final account prior to dissolution in CVL



Companies House

For further information, please  
refer to our guidance at  
[www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)

<b>1</b>	<b>Company details</b>	
Company number	1   0   5   7   1   0   4   1	<b>→ Filling in this form</b> Please complete in typescript or in bold black capitals.
Company name in full	The Autocare Group Limited	
<b>2</b>	<b>Liquidator's name</b>	
Full forename(s)	John	
Surname	Hedger	
<b>3</b>	<b>Liquidator's address</b>	
Building name/number	Speedwell Mill	
Street	Old Coach Road	
Post town	Tansley	
County/Region	Matlock	
Postcode	D   E   4     5   F   Y	
Country		
<b>4</b>	<b>Liquidator's name ①</b>	
Full forename(s)		<b>① Other liquidator</b> Use this section to tell us about another liquidator.
Surname		
<b>5</b>	<b>Liquidator's address ②</b>	
Building name/number		<b>② Other liquidator</b> Use this section to tell us about another liquidator.
Street		
Post town		
County/Region		
Postcode		
Country		

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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

*[Handwritten Signature]*

X

Signature date

<sup>d</sup>0

<sup>d</sup>9

<sup>m</sup>0

<sup>m</sup>1

<sup>y</sup>2

<sup>y</sup>0

<sup>y</sup>2

<sup>y</sup>4

# 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	Ben Leaney
Company name	Seneca IP Limited
Address	Speedwell Mill
	Old Coach Road
Post town	Tansley
County/Region	Matlock
Postcode	D E 4 5 F Y
Country	
DX	
Telephone	01629 761700



### 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)

**The Autocare Group Limited**  
**(In Liquidation)**  
**Liquidator's Abstract of Receipts & Payments**  
**From 10 January 2023 To 13 November 2023**

Statement of Affairs		£	£
	<b>ASSET REALISATIONS</b>		
Uncertain	Plant & Machinery	12,000.00	
NIL	Furniture & Equipment	NIL	
17,625.00	Book Debts	2,220.00	
	Utilities Refund	1,401.59	
1.00	Cash at Bank	12,667.37	
	Directors Loan Account	1,500.00	
	Bank Interest Gross	32.81	
			29,821.77
	<b>COST OF REALISATIONS</b>		
	Preparation of S. of A.	2,527.50	
	Office Holders Fees	18,432.75	
	Agents/Valuers Fees	2,350.84	
	Agents/Valuers Disbursements	1,286.68	
	TCOG Levy to Landlord	5,000.00	
	Insurance of Assets	224.00	
			(29,821.77)
	<b>PREFERENTIAL CREDITORS</b>		
(3,200.00)	Employee Arrears/Hol Pay	NIL	
			NIL
	<b>2ND PREFERENTIAL CREDITORS</b>		
(2,964.98)	VAT/CIS	NIL	
(301.80)	Employee PAYE/NI	NIL	
			NIL
	<b>FLOATING CHARGE CREDITORS</b>		
(1.00)	HSBC Bank Plc - Overdraft	NIL	
			NIL
	<b>UNSECURED CREDITORS</b>		
(117,504.69)	Trade & Expense Creditors	NIL	
(8,715.84)	Employees- Redundancy and Notice P	NIL	
(180,110.00)	Mr M Patel	NIL	
(58,835.47)	Ms S Rihal	NIL	
(35,651.98)	HSBC Bank Plc - BBL	NIL	
(208.24)	HM Revenue & Customs- Employer P	NIL	
(1.00)	HM Revenue & Customs- Corp Tax	NIL	
			NIL
	<b>DISTRIBUTIONS</b>		
(100.00)	Ordinary Shareholders	NIL	
			NIL
(389,969.00)			NIL

**The Autocare Group Limited  
(In Liquidation)  
Liquidator's Abstract of Receipts & Payments  
From 10 January 2023 To 13 November 2023**

**Statement  
of Affairs  
£**

**£**

**£**

REPRESENTED BY

**NIL**



**John Hedger  
Liquidator**

**LIQUIDATOR'S FINAL ACCOUNT TO CREDITORS AND MEMBERS  
AS AT 13 NOVEMBER 2023**

**The Autocare Group Limited ("the Company") – In Creditors' Voluntary Liquidation**

**EXECUTIVE SUMMARY**

I have now completed my administration of the Liquidation of The Autocare Group Limited.

At the time of my appointment, the Company held a range of assets within its premises at Clivemont Road, Maidenhead. However, the landlord, via its agent, had enforced a Taking Control of Goods ('TCOG') Notice which essentially formed a lien over specific assets of value, with a levy of £5,000 needing to be paid to release them.

I instructed agents to assess the company's asset position, taking into account the TCOG Notice. There was considered to be sufficient value in the assets to warrant an auction for sale, subject to the landlord's agreement to release the assets under the TCOG Notice if the levy could be paid from the sale proceeds. This was agreed and a sale was completed, with the landlord receiving £5,000 from the proceeds.

The Company also had a number of outstanding book debts at the date of Liquidation. Copy invoices were provided. However, a reconciliation with the Company's bank account needed to be carried out, since it was expected that a number of the debtors would have paid between the date the invoices were issued and the date of my appointment. As such, it was expected that some of the book debt value set out in the Statement of Affairs would translate into a 'Cash at Bank' value instead.

Having reconciled the invoices as far as I could, I liaised with the debtors to request payment, answering queries where possible and reconciling further payments that had already been made. As a result, £2,200 was received in respect of book debts.

As expected, this lower-than-expected realisation of book debts was off set to a degree by a significant amount of Cash at Bank, which totaled £12,667.37. This was recovered from the Company's former account and transferred into the Liquidation estate account.

Following my appointment, I was notified that a small credit balance was due back to the Company in respect of Business Rates from the Royal Borough of Windsor & Maidenhead. As a result £247.42 was received. In addition, a small utilities claim from Smartest Energy was reversed and as a result, a refund of £1,154.17 was returned to the Company.

From my initial investigations and review of the Company's records, I identified a number of payments made to and on behalf of the Director in the period prior to Liquidation. These were considered to be in excess of his salary and were therefore deemed to be a Directors Loan Account that needed to be repaid. Having liaised with the Director, and having received an Income & Expenditure from him setting out his financial position, a settlement was reached and a total of £1,500 was received in settlement of the Directors Loan Account.

I have not been able to declare a dividend to unsecured creditors as the funds realised have been used to make payments to meet the expenses of the liquidation.

**STATUTORY INFORMATION**

Company name:	The Autocare Group Limited
Registration number:	10571041
Principal Trading Address:	Unit 2, Clivemont Road, Maidenhead, SP6 7BU
Registered Office:	Speedwell Mill, Old Coach Road, Tansley, Derbyshire, DE4 5FY

Liquidator's names: John Hedger

Liquidator's address: Speedwell Mill, Old Coach Road, Tansley, Matlock, DE4 5FY

Liquidator's contact details: Ben.Leaney@seneca-ip.co.uk and 01629 761700.

Date of appointment: 10 January 2023

#### **LIQUIDATOR'S ACTIONS SINCE APPOINTMENT**

In the period since my appointment, I have carried out the following work:

- Instructed an agent to appraise the Company's assets and to liaise with the landlord to facilitate a sale of the assets.
- Dealt with employee claims
- Liaised with out pensions advisors to deal with the pension scheme, submitting a claim for outstanding contributions and closing the scheme.
- Reconciled the book debt ledger against the Company's bank account and pursued the remaining book debts.
- Liaised with debtors and reconciled further payment information, recovering outstanding balances where appropriate.
- Recovered the Company's books and records, reviewing them and creating an inventory of the same.
- Completed an analysis of receipts and payments for the Company's bank statements, to highlight any transactions of interest where further realisations might be possible.
- Liaised with the Director in respect of transactions constituting a Directors Loan Account and reached an agreement to settle the same.
- Finalise the case in order to close it.

There is certain work that I am required by the insolvency legislation to undertake in connection with the liquidation that provides no financial benefit for the creditors. A description of the routine work undertaken since the appointment is contained in Appendix 1.

#### **RECEIPTS AND PAYMENTS ACCOUNT**

My Receipts & Payments Account for the period from 10 January 2023 to 13 November 2023 is attached at Appendix 2. All amounts are shown net of VAT. I have reconciled the account against the financial records that I am required to maintain.

#### **ASSET REALISATIONS**

##### Plant & Machinery

The Company owned a range of assets utilised in the repair and maintenance of wheels, including a lathe, strip tank, a paint oven and tyre balancer.

Before my appointment, I was informed of a Taking Control of Goods Notice which bailiffs had enforced over several assets on behalf of the landlord. The notice placed a levy over those assets meaning they couldn't be disposed of without the landlord's consent or the payment of the levy (which was set at £5,000).

I instructed Mr Adam Costigan ANAVA of Realise Solutions UK Limited, a firm of professional independent valuation agents, to review the Company's assets and provide a valuation, taking into account the above notice and levy that was in place.

I was advised that the assets held sufficient value to warrant a sale, even taking into account the levy. However, to maximise the value, the assets should be sold as a whole where possible and the sale should be conducted in situ which required the cooperation of the landlord.

I therefore instructed my agent to liaise with the landlord (via their own agent, Workman LLP) to facilitate the sale. I provided an undertaking that £5,000 would be paid from the sale proceeds to settle the levy. Further time was permitted for my agent to complete the sale, on the condition that the premises were cleared to enable Workman LLP to re-let them quickly afterwards.

I was contacted by an unconnected party who had been referred to me by the Director, and who was interested in purchasing the Company's assets. They were referred to my agent who arranged viewings of the assets, following which they received an offer of £12,000 plus VAT. Having considered the lack of other interested parties, with one party previously having been put off by the size of some of the assets and the difficulty in removing them as a result, I was advised that this was an acceptable offer.

The sale completed on 25 January 2023 and £5,000 was duly transferred to the Landlord's agent.

#### Rent Deposit

After my appointment, I was informed that the Company paid a rent deposit totalling £18,855.23 under the terms of the lease for the premises. Whilst this would be an asset of the Company, I was informed on 25 January 2023 that the deposit would be offset against the historic rent arrears, which totalled £127,046.79.

As such, realisations relating to this asset have not been possible.

#### Office Equipment

The Company owned a small amount of generic office furniture and equipment. It was considered to be of nominal value and was therefore included as part of the wider sale of assets noted above, without a specific allocation to this class of asset.

#### Book Debts

There were book debts to the value of £22,032.00 at the time of my appointment. However, it was noted that some of the invoices could have been paid in the period between the Company ceasing to trade in December 2022 and my appointment on 10 January 2023.

I carried out a reconciliation as far as possible with the Company's bank statements to try and clarify which amounts were due. I then contacted the remaining debtors to request payment.

I received responses from all but a small number of the debtors. However, most were able to evidence the payment of the invoices. A number of these had already been paid into the Company's account, some before and some after my appointment, and therefore with further information from the bank I was able to reconcile these receipts.

A small number of the debtors failed to respond to my requests for payment and/or more information as to why the amounts weren't due. Having considered the value of these invoices, and the costs involved in pursuing them further, I decided that it was not cost-effective to do so.

In total, £2,200 was received in respect of book debts.

#### Cash at Bank

The Company's bank account was thought to have a nominal credit balance at the time of my appointment. However, it was expected that some of the book debts would have paid into the account, so this would likely increase the balance that was recoverable.



Shortly after my appointment I received £7,405.37 in respect of the balance on the account. Having made further enquiries with book debtors who claimed to have paid invoices after my appointment, I requested further bank statements which confirmed this, and as a result received a further £5,262.00 on 21 June 2023, which cleared the balance on account.

#### Utilities Refund

Having contacted the Royal Borough of Windsor & Maidenhead for details of the business rates paid by the Company, I was notified that a small credit balance was due back to the Company. As a result, £247.42 was received.

In addition, Smartest Energy submitted a claim in the Liquidation for £151.40. However, after disclaiming the lease on the premises, Smartest Energy informed me that the Company was actually due a refund, following which the sum of £1,154.17 was transferred to the estate.

#### Directors Loan Account

Having carried out an analysis of the Company's bank statements several payments totalling £2,395.42 were highlighted that appeared to be to British Airways. Given the nature of the business, these were considered to be a personal expense.

In addition, there were various payments to VWFS (Volkswagen Financial Services) totalling £4,110.92. This led me to believe there was either a vehicle that I was not aware of, or these payments were made on the Director's behalf and were therefore a personal expense.

I contacted the Director requesting repayment of the payments to British Airways, details of the vehicle in question, and either the return of the vehicle (if an asset of the Company) or repayment of the VWFS payments if owned by a third-party.

The Director responded via his advisors, who confirmed his ownership of the vehicle. The Director claimed the flights were to review a potential business opportunity and the vehicle was used by the Company, for which it paid for the finance in lieu of a hire fee. He also pointed out that he had considerable personal debts as a result of the Company failing, so was keen to reach a commercial settlement. An offer of £1,500 was put forward to settle the claim.

Although I did not necessarily accept the Director's explanations, having considered his position and the cost of pursuing the balance further, it appeared to be most cost-effective to agree to a settlement. I requested an Income & Expenditure Summary to confirm the Director's financial position, which was provided. Based on his financial position, I accepted his offer.

Three monthly instalments of £500 have since been received and I therefore consider this matter closed.

#### **INVESTIGATION INTO THE AFFAIRS OF THE COMPANY**

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

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

I identified matters where I consider that further investigation was required as they could lead to identifying potential recovery actions for the benefit of creditors. As noted above, these related to

payments to British Airways and VWFS totalling £6,506.34, which I considered to be personal expenses or, in the case of the VWFS payments, evidence of a potential company asset.

I requested more information and/or the repayment of £6,506.34 from the Director. He was able to evidence that he owned the vehicle and provided an explanation for the payments. An offer of £1,500 was put forward to settle the claim.

Whilst I didn't accept the explanations given, an Income & Expenditure Summary provided by the Director showed that he would not be in a position to offer more and further recovery action would be unlikely to increase the chance of recovery. I therefore accepted the offer and subsequently received £1,500.

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

### **PRE-APPOINTMENT FEES**

The creditors previously authorised the payment of a fee of £10,000 plus VAT for my assistance with preparing the statement of affairs and arranging the decision procedure for creditors to appoint a Liquidator.

Of the fee for preparing the statement of affairs and arranging the decision procedure for creditors to appoint a Liquidator, £7,472.50 plus VAT was paid by the Company prior to my appointment as Liquidator. The balance of £2,527.50 plus VAT was paid from realisations made in the liquidation and is shown in the enclosed receipts and payments account.

### **LIQUIDATOR'S REMUNERATION**

My remuneration was approved by the creditors on 24 February 2023 on a fixed fee of £35,000 for my work in respect of Administration, Creditors, Realisation of Assets, and Investigations.

I have drawn remuneration of £18,432.75, in respect of work done for which my fees were approved as a fixed fee.

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

### **LIQUIDATOR'S EXPENSES**

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

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

### Category 1 expenses

I have incurred the following category 1 expenses in the Liquidation:

Nature of category 1 expense	Amount incurred/ accrued in reporting period	Amount incurred/ accrued in total	Amount unpaid
Agents Fees	£2,350.84	£2350.84	£Nil
Agents Disbursements	£1,286.68	£1,286.68	£Nil
Taking Control of Goods Levy	£5,000.00	£5,000.00	£Nil
Insurance of Assets	£224.00	£224.00	£Nil
Statutory Advertising	£190.00	£190.00	£190.00
Bond	£290.00	£290.00	£290.00
<b>Total</b>	<b>£9,341.52</b>	<b>£9,341.52</b>	<b>£480.00</b>

I have paid category 1 expenses totalling £8,637.52, as indicated in the attached receipts and payments account.

I have used the following professional advisors in the Liquidation:

Professional Advisor	Nature of Work	Basis of Fees
Realise Solutions UK Limited	Valuer/Auctioneer	Time Costs and % of Realisations

As noted above, Realise Solutions UK Limited ('Realise') were instructed to appraise the Company's assets prior to my appointment, and advise on their value and the possibility of a sale of assets taking into account the Taking Control of Goods Notice over several key assets. Realise entered into extensive correspondence with the landlord's agent, Workman LLP, in respect of the Notice and the need to pay the levy to release the assets should a sale be agreed. Realise also liaised with what turned out to be the only interested party and clear the remaining items and rubbish from the premises as required by the landlord.

My choice of professional advisors was based on my perception of their experience and ability to perform this type of work and the complexity and nature of the assignment. I also confirmed that they hold appropriate regulatory authorisations. I have reviewed the fees they have charged and am satisfied that they are reasonable in the circumstances of this case and represents value for money.

### Category 2 expenses

I am required to seek approval before I can pay any expenses to associates or pay expenses where there is an element of shared costs, which are known as category 2 expenses. I have obtained approval to pay the following category 2 expenses. I have incurred the following category 2 expenses in the Liquidation:

Nature of category 2 expense	Amount incurred/ accrued in reporting period	Amount incurred/ accrued in total	Amount unpaid
Postage	£14.82	£14.82	£14.82
Clumber Consultancy	£375.00	£375.00	£375.00
Pensions Advice			
<b>Total</b>	<b>£389.82</b>	<b>£389.82</b>	<b>£389.82</b>

I have not paid any category 2 expenses to date.

Comparison of estimated expenses with actual expenses incurred

Nature of expense	Estimated expenses	Expenses incurred in total
Bonding	£290.00	£290.00
Statutory Advertising	£285.00	£190.00
Annual Case Management Fee	£375.00	£Nil
Agents Fees	£3,500.00	£3,637.52
Postage	£25.00	£14.82
Clumber Consultancy Pensions Specialists	£375.00	£375.00
<b>Total</b>	<b>£4,850.00</b>	<b>£4,507.34</b>

As you can see above, while the total expenses I have incurred are in line with the total expenses I estimated I would incur when my remuneration was approved, my agent's fees and expenses were higher than I estimated. This is due to the premises needing to be completely cleared following the sale of assets, which led to unexpected disposal costs, particularly relating to the disposal of waste oil and chemicals which required specialist disposal.

**LIABILITIES**

Secured Creditors

An examination of the Company's mortgage register held by the Registrar of Companies, showed that the Company granted a charge to HSBC Bank Plc on 12 April 2017.

Preferential Creditors

The statement of affairs anticipated £3,200.00 in respect of ordinary preferential creditors relating to employee claims, and £3,266.78 in respect of secondary preferential creditors relating to HMRC's claim. I have not received claims in respect of either class of preferential creditor.

Crown Creditors

The statement of affairs included £209.24 owed to HMRC in respect of their non-preferential claim. HMRC's non-preferential claim has not yet been received.

Non-preferential unsecured Creditors

The statement of affairs included seventeen non-preferential unsecured creditors with an estimated total liability of £395,068.12. I have received claims from six creditors totalling £1,038,517.43. I have not received claims from eleven creditors with estimated claims in the statement of affairs totalling £95,953.56.

The total claims are significantly higher than anticipated, due to the landlord's claim including rent arrears, dilapidations and lost future rent, as is their right under the lease. This equates to £842,886.10 of the total claims received.

**DIVIDEND OUTCOME**

Floating charge creditors

During the course of the liquidation I have not been able to make any distribution to the creditor holding a floating charge over the assets of the Company as a result of the prior ranking costs and expenses of the liquidation.

### Preferential Creditors

During the course of the liquidation I have been unable to pay any dividend to preferential creditors as a result of the costs of the liquidation. This is in line with my expectations when seeking approval of my fees and expenses.

### Non-preferential unsecured Creditors

During the course of the liquidation I have been unable able to pay any dividend to non-preferential unsecured creditors as a result of the costs of the liquidation.

As previously advised, the Company gave a floating charge to HSBC Bank Plc on 12 April 2017 and the prescribed part provisions will apply. On the basis of realisations made, and after taking into account the costs of the liquidation, the net property of the Company was £Nil, and the prescribed part of the net property for unsecured creditors was £Nil. This is in line with my expectations at the time of seeking approval of my fees and expenses.

### **FURTHER INFORMATION**

An unsecured creditor may, with the permission of the Court, or with the concurrence of 5% in value of the unsecured creditors (including the creditor in question), request further details of the Liquidator's remuneration and expenses within 21 days of their receipt of this report. Any secured creditor may request the same details in the same time limit.

An unsecured creditor may, with the permission of the Court, or with the concurrence of 10% in value of the unsecured creditors (including the creditor in question), apply to Court to challenge the amount of remuneration charged by the Liquidators as being excessive, and/or the basis of the Liquidator's remuneration, and/or the amount of the expenses incurred as being excessive, within 8 weeks of their receipt of this report. Any secured creditor may make a similar application to court within the same time limit.

To comply with the Provision of Services Regulations, some general information about Seneca IP Limited can be found at [www.seneca-ip.co.uk/procedures](http://www.seneca-ip.co.uk/procedures).

### **SUMMARY**

The winding up of the Company is now for all practical purposes complete and I am seeking the release of myself and Liquidator of the Company. Creditors and members should note that provided no objections to our release are received we shall obtain our release as Liquidator following the delivery of the final notice to the Registrar of Companies, following which our case files will be placed in storage.

If creditors have any queries regarding the conduct of the liquidation, or if they want hard copies of any of the documents made available on-line, they should contact Ben Leaney by email at [Ben.Leaney@seneca-ip.co.uk](mailto:Ben.Leaney@seneca-ip.co.uk), or by phone on 01629 761700 before our release.



**John Hedger**  
**LIQUIDATOR**

## **Appendix 1: Details of Work undertaken to date**

### **Administration**

This represents the work involved in the routine administrative functions of the case by the office holder and their staff, together with the control and supervision of the work done on the case by the office holder and their managers. It does not give direct financial benefit to the creditors but has to be undertaken by the office holder to meet their requirements under the insolvency legislation and the Statements of Insolvency Practice, which set out required practice that an office holder must follow.

Case planning - devising an appropriate strategy for dealing with the case and giving instructions to staff to undertake the work on the case.

Setting up physical/electronic case files.

Setting up the case on the practice's electronic case management system and entering data.

Issuing the statutory notifications to creditors and other required on appointment as office holder, including gazetting the office holder's appointment.

Obtaining a specific penalty bond (this is insurance required by statute that every insolvency office holder must obtain for each insolvency appointment).

Convening a decision procedure to seek a decision from creditors to approve the basis of remuneration.

Supervising the work of advisors instructed on the case to assist in dealing with pension schemes; obtaining reports and updates from them on the work done; and checking the adequacy of the work done.

Dealing with all routine correspondence and emails relating to the case.

Opening, maintaining and managing the estate bank account.

Creating, maintaining and managing a cashbook.

Undertaking regular bank reconciliations of the estate bank account.

Reviewing the adequacy of the specific penalty bond on a quarterly basis.

Undertaking periodic reviews of the progress of the case.

Overseeing and controlling the work done on the case by case administrators.

Preparing, reviewing and issuing annual progress reports to creditors and members.

Filing returns at Companies House.

Preparing and filing VAT returns.

Preparing and filing Corporation Tax returns.

Seeking closure clearance from HMRC and other relevant parties.

Preparing, reviewing and issuing a final account of the liquidation to creditors and members.

Filing a final return at Companies House.

### **Realisation of assets:**

This represents the work involved in the protection and realisation of assets, which is undertaken directly for the benefit of creditors.

Arranging suitable insurance over assets.

Corresponding with debtors and attempting to collect outstanding book debts.

Liaising with the bank regarding the closure of the account.

Instructing agents to value assets.

Liaising with agents to realise assets.

### **Creditors**

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

Employees - The office holder needs to deal with the ex-employees in order to ensure that their claims are processed appropriately by the Redundancy Payments Service. The office holder is required to undertake this work as part of their statutory functions.

Obtaining information from the case records about employee claims.

Completing documentation for submission to the Redundancy Payments Service.

Corresponding with employees regarding their claims.

Supervising the work of advisors instructed on the case to assist in dealing with employee claims; obtaining reports and updates from them on the work done; and checking the adequacy of the work done.

Liaising with the Redundancy Payments Service regarding employee claims.

Dealing with creditor correspondence, emails and telephone conversations regarding their claims.

Maintaining up to date creditor information on the case management system.

#### Investigations:

The insolvency legislation gives the office holder powers to take recovery action in respect of what are known as antecedent transactions, where assets have been disposed of prior to the commencement of the insolvency procedure, and also in respect of matters such as misfeasance and wrongful trading. The office holder is required by the Statements of Insolvency Practice to undertake an initial investigation in all cases to determine whether there are potential recovery actions for the benefit of creditors.

Recovering the books and records for the case.

Listing the books and records recovered.

Submitting an online return on the conduct of the directors as required by the Company Directors Disqualification Act.

Conducting an initial investigation with a view to identifying potential asset recoveries by seeking and obtaining information from relevant third parties, such as the bank, accountants, solicitors, etc.

Reviewing books and records to identify any transactions or actions the office holder may take against a third party in order to recover funds for the benefit of creditors.

**The Autocare Group Limited  
(In Liquidation)  
Liquidator's Summary of Receipts and Payments  
To 13 November 2023**

<b>RECEIPTS</b>	<b>Statement of Affairs (£)</b>	<b>Total (£)</b>
Plant & Machinery	Uncertain	12,000.00
Furniture & Equipment	NIL	0.00
Book Debts	17,625.00	2,220.00
Utilities Refund		1,401.59
Cash at Bank	1.00	12,667.37
Directors Loan Account		1,500.00
Bank Interest Gross		32.81
		<hr/>
		29,821.77
		<hr/>
<b>PAYMENTS</b>		
Preparation of S. of A.		2,527.50
Office Holders Fees		18,432.75
Agents/Valuers Fees		2,350.84
Agents/Valuers Disbursements		1,286.68
TCOG Levy to Landlord		5,000.00
Insurance of Assets		224.00
Employee Arrears/Hol Pay	(3,200.00)	0.00
VAT/CIS	(2,964.98)	0.00
Employee PAYE/NI	(301.80)	0.00
HSBC Bank Plc - Overdraft	(1.00)	0.00
Trade & Expense Creditors	(117,504.69)	0.00
Employees- Redundancy and Notice Pay	(8,715.84)	0.00
Mr M Patel	(180,110.00)	0.00
Ms S Rihal	(58,835.47)	0.00
HSBC Bank Plc - BBL	(35,651.98)	0.00
HM Revenue & Customs- Employer PAYE	(208.24)	0.00
HM Revenue & Customs- Corp Tax	(1.00)	0.00
Ordinary Shareholders	(100.00)	0.00
		<hr/>
		29,821.77
		<hr/>
Net Receipts/(Payments)		0.00
		<hr/>

MADE UP AS FOLLOWS

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0.00

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John Hedger  
Liquidator



# Time Entry - Detailed SIP9 Time & Cost Summary

0744 - The Autocare Group Limited

To: 13/11/2023

Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
02 : Post-Appointment Statutory Matters	0.60	0.00	11.60	0.10	12.60	4,529.00	359.44
15 : Office Holder Tax Liability	0.70	0.00	0.00	0.00	0.70	374.50	535.00
16 : Closure	0.00	6.70	0.00	0.00	6.70	2,905.50	433.66
19 : Checklists/Case Reviews	1.10	2.20	2.70	0.00	6.00	2,498.50	416.42
20 : Billing	0.20	0.10	0.00	1.20	1.50	354.00	236.00
11 : Cashiering	0.00	0.50	1.90	2.50	4.90	1,276.50	260.51
<b>Administration &amp; Planning</b>	<b>2.60</b>	<b>9.50</b>	<b>16.50</b>	<b>3.80</b>	<b>32.40</b>	<b>11,538.00</b>	<b>358.46</b>
08 : Unsecured Creditors	0.00	0.50	0.80	3.20	4.50	1,025.00	227.78
09 : Employee Claims	0.30	0.50	10.80	0.00	11.60	4,148.00	357.99
<b>Creditors</b>	<b>0.30</b>	<b>1.00</b>	<b>11.60</b>	<b>3.20</b>	<b>16.10</b>	<b>5,173.00</b>	<b>321.30</b>
12 : Investigation	1.00	0.00	3.50	27.20	31.70	6,520.00	205.68
<b>Investigations</b>	<b>1.00</b>	<b>0.00</b>	<b>3.50</b>	<b>27.20</b>	<b>31.70</b>	<b>6,520.00</b>	<b>205.68</b>
04 : Book Debt Realisations	0.00	0.00	4.60	2.80	7.40	2,100.00	283.78
05 : Other Asset Realisations	0.60	0.00	2.80	0.00	3.40	1,301.00	382.65
<b>Realisations of Assets</b>	<b>0.60</b>	<b>0.00</b>	<b>7.40</b>	<b>2.80</b>	<b>10.80</b>	<b>3,401.00</b>	<b>314.91</b>
<b>Total Hours</b>	<b>4.50</b>	<b>10.50</b>	<b>39.00</b>	<b>37.00</b>	<b>91.00</b>	<b>27,032.00</b>	<b>297.05</b>
<b>Total Fees Claimed</b>						<b>18,432.75</b>	

Time Entry - SIP9 Time & Cost Summary

Category 2 Disbursements

0744 - The Autocare Group Limited  
Project Code: POST  
To: 13/11/2023

Other amounts paid or payable to the office holders firm or to party in which the office holder or his firm or any associate has an interest.

Transaction Date	Type and Purpose	Amount
02/02/2023	Postage: 19 letters at 78p per letter	14.82
12/04/2023	Pension Assist: Clumber Consultancy	375.00
Total		389.82

## **Notice of Final Account**

### **The Autocare Group Limited ("the Company") – In Creditors' Voluntary Liquidation**

**NOTICE IS GIVEN** by John Hedger to the creditors of the Company under rule 6.28 of The Insolvency (England and Wales) Rules 2016 and section 106 of The Insolvency Act 1986, that the company's affairs have been fully wound up.

1. Creditors have the right under rule 18.9 of The Insolvency (England and Wales) Rules 2016 to request further details of the Liquidator's remuneration and expenses. That request must be made to the Liquidator within 21 days of receipt of the final account, and with either the permission of the Court, or with the concurrence of 5% in value of the unsecured creditors (including the creditor in question). Secured creditors may also request further details.
2. Creditors have the right under rule 18.34 of The Insolvency (England and Wales) Rules 2016 to apply to Court to challenge the amount and/or basis of the Liquidator's fees, and/or the amount of any expenses incurred. That application must be made within 8 weeks of receipt of the final account, and with either the permission of the Court, or with the concurrence of 10% in value of the creditors (including the creditor in question). Secured creditors may also make an application.
3. Creditors may object to the release of the Liquidator by giving notice in writing to the Liquidator at the address given below before the end of the prescribed period. The prescribed period will end at the later of: 8 weeks after delivery of this notice; or, if any request for information regarding the Liquidator's remuneration and/or expenses is made under rule 18.9, or if any application is made to Court to challenge the Liquidator's fees and/or expenses under rules 18.34 or 18.35, when that request or application is finally determined.
4. The Liquidator will vacate office under section 171 of the Insolvency Act 1986 when, upon expiry of the prescribed period that creditors have to object to their release, they deliver to the Registrar of Companies the final account and a notice saying whether any creditor has objected to their release.
5. The Liquidator will be released under section 173 of the Insolvency Act 1986 at the same time as vacating office unless any creditors objected to their release.

Creditors requiring further information regarding the above, should either contact me at Speedwell Mill, Old Coach Road, Tansley, Matlock, DE4 5FY, or contact Ben Leaney by telephone on 01629 761700, or by email at [Ben.Leaney@seneca-ip.co.uk](mailto:Ben.Leaney@seneca-ip.co.uk).

DATED THIS 13TH DAY OF NOVEMBER 2023

**John Hedger**  
**Liquidator**

**Notice about final dividend position**

**The Autocare Group Limited ("the Company") – In Creditors' Voluntary Liquidation**

**Company Registration Number: 10571041**

**NOTICE IS GIVEN** under Rule 14.38 of The Insolvency (England and Wales) Rules 2016 by John Hedger to the creditors of the Company that no dividend will be declared to unsecured creditors.

A dividend will not be declared to non-preferential unsecured creditors as the funds realised have been used to make payments to meet the expenses of the liquidation.

Creditors requiring further information regarding the above, should either contact me at Speedwell Mill, Old Coach Road, Tansley, Matlock, DE4 5FY, or contact Ben Leaney by telephone on 01629 761700, or by email at [Ben.Leaney@seneca-ip.co.uk](mailto:Ben.Leaney@seneca-ip.co.uk).

DATED THIS 13TH DAY OF NOVEMBER 2023

**John Hedger**  
**Liquidator**