

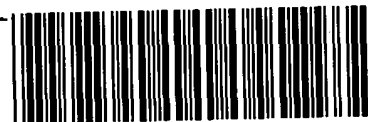
LIQ03

Notice of progress report in voluntary winding up



Companies House

WEDNESDAY



AC56WU40

A03

07/06/2023

#162

COMPANIES HOUSE

1 Company details

Company number 1 0 7 5 7 5 9 4

Company name in full The Rowan Tree (Boston Spa) Ltd

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

2 Liquidator's name

Full forename(s) Simon

Surname Weir

3 Liquidator's address

Building name/number 2 Lakeside

Street Calder Island Way

Post town Wakefield

County/Region West Yorkshire

Postcode W F 2 7 A W

Country

4 Liquidator's name ①

Full forename(s)

Surname

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

5 Liquidator's address ②

Building name/number

Street

Post town

County/Region

Postcode

Country

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

LIQ03

Notice of progress report in voluntary winding up

6 Period of progress report

From date	^d 0	^d 6	^m 0	^m 4	^y 2	^y 0	^y 2	^y 2
To date	^d 0	^d 5	^m 0	^m 4	^y 2	^y 0	^y 2	^y 3

7 Progress report

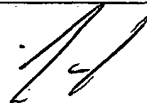
☒ The progress report is attached

8 Sign and date

Liquidator's signature

Signature

X



X

Signature date

^d 0	^d 5	^m 0	^m 6	^y 2	^y 0	^y 2	^y 3
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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 Tom Riordan

Company name DS Insolvency Limited

Address 2 Lakeside

Calder Island Way

Post town Wakefield

County/Region West Yorkshire

Postcode WF2 7AW

Country

DX

Telephone

**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.

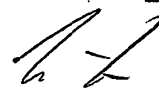
**Further information**

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

**The Rowan Tree (Boston Spa) Ltd t/a Southbank
(In Liquidation)
Liquidator's Summary of Receipts & Payments**

Statement of Affairs £		From 06/04/2022 To 05/04/2023 £	From 06/04/2022 To 05/04/2023 £
6,000.00	ASSET REALISATIONS Book Debts	6,000.00	6,000.00
		6,000.00	6,000.00
	COST OF REALISATIONS Preparation of S. of A.	5,000.00	5,000.00
		(5,000.00)	(5,000.00)
(2,000.00)	PREFERENTIAL CREDITORS Employee Arrears/Hol Pay	NIL	NIL
		NIL	NIL
(16,834.00)	SECONDARY PREFERENTIAL CREDITORS HM Revenue & Customs	NIL	NIL
		NIL	NIL
(48,336.75)	UNSECURED CREDITORS Banks/Institutions	NIL	NIL
(5,000.00)	Directors	NIL	NIL
(53,815.24)	Trade & Expense Creditors	NIL	NIL
		NIL	NIL
(100.00)	DISTRIBUTIONS Ordinary Shareholders	NIL	NIL
		NIL	NIL
(120,085.99)		1,000.00	1,000.00
	REPRESENTED BY Vat Receivable		1,000.00
			1,000.00



Simon Weir
Liquidator

ANNUAL PROGRESS REPORT

The Rowan Tree (Boston Spa) Ltd t/a Southbank - IN CREDITORS' VOLUNTARY LIQUIDATION

ANNUAL PROGRESS REPORT OF The Rowan Tree (Boston Spa) Ltdt/a Southbank - IN CREDITORS' VOLUNTARY LIQUIDATION

Content

- Executive Summary
- Administration and Planning
- Enquires and Investigations
- Realisation of Assets
- Creditors
- Fees and Expenses
- Creditors' Rights
- EC Regulations
- Conclusion

Appendices

- Appendix I - Statutory Information
- Appendix II – Receipts and Payments account for the period 06/04/2022 to 05/04/2023
- Appendix III - Detailed list of work undertaken in the period
- Appendix IV - Time cost information for period 06/04/2022 to 05/04/2023

ANNUAL PROGRESS REPORT OF The Rowan Tree (Boston Spa) Ltd/a Southbank - IN CREDITORS'
VOLUNTARY LIQUIDATION

EXECUTIVE SUMMARY

A summary of key information in this report is detailed below.

Assets

Asset	Estimated realise Statement Affairs	to per of	Realisations to date	Anticipated future realisations	Total anticipated realisations
Book Debts	6,000		6,000	Nil	6,000

Expenses

Expense	Amount fees expenses estimates	per and	Expense incurred to date	Anticipated further expense to closure	Total anticipated expense
Liquidator's fees	6,562		3,427	1,500	5,927
All other expenses	417		329	0	329

Dividend prospects

Creditor class	Distribution / dividend paid to date	Anticipated distribution / dividend, based upon the above
Secured creditor	n/a	n/a
Preferential creditors	Nil	Nil
Unsecured creditors	Nil	Nil

Summary of key issues outstanding

- Recovery of VAT on Liquidation costs

Closure

Based on current information, it is anticipated that the liquidation will be concluded within the next 12 months

ANNUAL PROGRESS REPORT OF The Rowan Tree (Boston Spa) Ltd/a Southbank - IN CREDITORS' VOLUNTARY LIQUIDATION

ADMINISTRATION AND PLANNING

Statutory information

Statutory information may be found at Appendix I.

The Liquidator is 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. A detailed list of these tasks may be found in Appendix IV.

The Liquidator has met his 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 (presented to the S100 meeting of creditors / on the creditors' S100 decision);
- This progress report;

Other administration tasks

During the Review Period, the following material tasks in this category were carried out:

- Case reviews etc.

ENQUIRES AND INVESTIGATIONS

During the Review Period, the Liquidator carried out an initial review of the Company's affairs in the period prior to appointment. This included seeking information and explanations from the director(s) (and senior employees) by means of questionnaires; making enquiries of the Company's accountants; reviewing information received from creditors; and collecting and examining the Company's bank statements, accounts and other records.

The information gained from this process enabled the Liquidator to meet his 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 has been completed and the Liquidator did not identify any further assets or actions which might lead to a recovery for creditors.

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.

ANNUAL PROGRESS REPORT OF The Rowan Tree (Boston Spa) Ltd/a Southbank - IN CREDITORS'
VOLUNTARY LIQUIDATION

Pre-Appointment transactions with connected parties

In accordance with the guidance given in SIP13, details of the Company's transactions with connected parties during the two years prior to the Liquidator's appointment, which have recently come to his attention, are provided below;

Sale of Furnishings and equipment to an associated company, Yorkshire Gourmet Company Ltd, in the sum of £6,000.

The Liquidator has reviewed these transactions and is of the opinion that the sale was carried out at a fair valuation.

REALISATION OF ASSETS

The Company's sole asset was a book debt in the sum of £6,000 (see above) and this sum has been received.

Transactions with connected parties

Since appointment, a sale to a connected party has not occurred.

CREDITORS

Irrespective of whether sufficient realisations are achieved to pay a dividend to creditors, the Liquidator has had to carry out key tasks which are detailed in the list at Appendix III. The following sections explain the anticipated outcomes to creditors and any distributions paid.

Secured creditors

The Company has not granted any charges over its assets.

Preferential creditors

Employee claims

The Company's employees were made redundant as a result of the insolvency. The relevant information for employees to submit claims has been made to the Redundancy Payments Office and information and help has been given to employees to enable them to submit their claims online.

Employees were shown to be owed £2,000, however no claim has been received from the RPO to date.

Unsecured creditors

Unsecured creditors were estimated to be owed £125,985. Claims of £104,660 have been received to date.

Dividend prospects

It is anticipated that no distribution will be made to any class of creditor.

ANNUAL PROGRESS REPORT OF The Rowan Tree (Boston Spa) Ltd/a Southbank - IN CREDITORS' VOLUNTARY LIQUIDATION

FEES AND EXPENSES

Pre-Appointment Costs

The creditors authorised the fee of £5,000 plus VAT for assisting the directors with placing the Company in Liquidation and with preparing the Statement of Affairs on 06/04/2022.

This fee was paid from realisations and is shown in the enclosed receipts and payments account.

A payment of £1,000 plus VAT from this fee was paid to Spencer Woods (York) Limited for their assistance with preparing accounts in connection with the Statement of Affairs.

THE LIQUIDATOR'S FEES

It is the firm's practice to ensure that work is conducted by the appropriate staff member at the appropriate level of experience. Junior members of staff deal with the day to day administration on cases and a manager and directors then oversees the work undertaken. Where the issues are complex and litigious, the work will be closely supervised or undertaken by a director.

The basis of the Liquidator's fees was approved by creditors on 06 April 2022 on a time cost basis.

The time costs for the period 06/04/2022 to 05/04/2023 total £3,427. No fees have been drawn in this regard.

The total time costs during the period of appointment amount to £3,427 representing 17.30 hours at an average hourly rate of £198.12 and a comparison between the original estimate and time costs to date is given at Appendix VI.

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

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

Disbursements

The category 1 disbursements paid for in the period total £319 and have been discharged by DSI Business Recovery.

There has been no category 2 disbursements to date.

A copy of 'A Creditors' Guide to Fees' together with the firm's charge-out rate and disbursement policy may be found at www.dsinsol.com. A hard copy may be obtained upon request to info@dsinsol.com.

Other professional costs

There has been no other professional fees paid throughout the duration of the liquidation.

CREDITORS' RIGHTS

**ANNUAL PROGRESS REPORT OF The Rowan Tree (Boston Spa) Ltd/a Southbank - IN CREDITORS'
VOLUNTARY LIQUIDATION**

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.

EC REGULATIONS (WHETHER PROCEEDINGS ARE MAIN PROCEEDINGS OR TERRITORIAL)

The Company's centre of main interest was in 146 High Street, Boston Spa, Wetherby, LS23 6BW and therefore it is considered that the EC Regulations apply. These proceedings are main proceedings as defined in Article 3 of the EC Regulation.

CONCLUSION

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

Recovery of VAT

If you require any further information, please contact this office:

Signed 
Simon Weir
Liquidator
05 June 2023

**ANNUAL PROGRESS REPORT OF The Rowan Tree (Boston Spa) Ltd/a Southbank - IN CREDITORS'
VOLUNTARY LIQUIDATION**

Appendix I

Statutory Information

Company Name	The Rowan Tree (Boston Spa) Ltd t/a Southbank
Former Trading Name	
Company Number	10757594
Registered Office	2 Lakeside, Calder Island Way, Wakefield, West Yorkshire, WF2 7AW
Office holders	Simon Weir
Office holders' address	DSI Business Recovery, 2 Lakeside, Calder Island Way, Wakefield, WF2 7AW
Date of appointment	06 April 2022

ANNUAL PROGRESS REPORT OF The Rowan Tree (Boston Spa) Ltdt/a Southbank - IN CREDITORS'
VOLUNTARY LIQUIDATION

Appendix II

Receipts and Payments account for the period 06/04/2022 to 05/04/2023

**The Rowan Tree (Boston Spa) Ltd t/a Southbank
(In Liquidation)
Liquidator's Summary of Receipts and Payments
To 05 April 2023**

RECEIPTS	Statement of Affairs (£)	Total (£)
Book Debts	6,000.00	6,000.00
		<hr/>
		6,000.00
		<hr/>
PAYMENTS		
Preparation of S. of A.		5,000.00
Employee Arrears/Hol Pay	(2,000.00)	0.00
HM Revenue & Customs	(16,834.00)	0.00
Trade & Expense Creditors	(53,815.24)	0.00
Directors	(5,000.00)	0.00
Banks/Institutions	(48,336.75)	0.00
Ordinary Shareholders	(100.00)	0.00
		<hr/>
		5,000.00
		<hr/>
Net Receipts/(Payments)		1,000.00
		<hr/>

MADE UP AS FOLLOWS

VAT Receivable / (Payable)	1,000.00
	<hr/>
	1,000.00
	<hr/>

Simon Weir
Liquidator

ANNUAL PROGRESS REPORT OF The Rowan Tree (Boston Spa) Ltd/a Southbank - IN CREDITORS'
VOLUNTARY LIQUIDATION

Appendix III

Detailed list of work undertaken for The Rowan Tree (Boston Spa) Ltd t/a Southbank in Creditors'
Voluntary Liquidation for the review period 06/04/2022 to 05/04/2023

Below is detailed information about the tasks undertaken by the Liquidators.

General Description	Includes
Statutory and General Administration	
Statutory/advertising	Filing of documents to meet statutory requirements including annual receipts and payments accounts Annual corporation tax returns Quarterly VAT returns Advertising in accordance with statutory requirements Bonding the case for the value of the assets
Document maintenance/file review/checklists	Filing of documents Periodic file reviews documenting strategy Periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards Maintenance of statutory and case progression task lists/diaries Updating checklists
Bank account administration	Preparing correspondence opening and closing accounts Requesting bank statements Bank account reconciliations Correspondence with bank regarding specific transfers Maintenance of the estate cash book Banking remittances and issuing cheques/BACS payments
Planning/ Review	Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case
Books and records/ storage	Dealing with records in storage Sending job files to storage
Pension scheme	Identifying whether there is a pension scheme Submitting the relevant notices if a pension scheme is identified Instructing agents to wind up any pension scheme Liaising and providing information to be able to finalise winding up the pension scheme
Reports	Circulating initial report to creditors upon appointment Preparing annual progress report, investigation and general reports to creditors Disclosure of sales to connected parties
Creditors/decisions	Preparation of decision procedure notices, proxies/voting forms and advertisements Notice of decision procedure to all known creditors Collate and examine proofs and proxies/votes to conclude decisions For virtual or physical meetings: preparation of meeting file, including agenda, certificate of postage, attendance register, list of creditors, reports to creditors, advertisement of meeting and draft minutes of meeting Responding to queries and questions following decisions
Closure	Review case to ensure all matters have been finalised Obtain clearance to close case from HMRC together with submitting final tax return Obtain final accounts from agents solicitors and others instructed Issue final account to creditors File documents with Registrar of Companies
Investigations	
SIP 2/Review	Collection and making an inventory of company books and records Correspondence to request information on the company's dealings, making further enquiries of third parties Reviewing questionnaires submitted by creditors and directors Reconstruction of financial affairs of the company Reviewing company's books and records Preparation of deficiency statement Review of specific transactions and liaising with directors regarding certain transactions Liaising with the committee/creditors or major creditors about further action to be taken
Statutory reporting on conduct of director(s)	Preparing statutory investigation reports Liaising with Insolvency Service Submission of report with the Insolvency Service Preparation and submission of supplementary information if required Assisting the Insolvency Service with its investigations
Examinations	Preparing brief to solicitor

ANNUAL PROGRESS REPORT OF The Rowan Tree (Boston Spa) Ltdt/a Southbank - IN CREDITORS'
VOLUNTARY LIQUIDATION

General Description	Includes
	<ul style="list-style-type: none"> Liaising with solicitor(s) regarding examinations Attendance at examination Reviewing examination transcripts Liaising with solicitor(s) regarding outcome of examinations and further actions available
Litigation/ Recoveries	<ul style="list-style-type: none"> Strategy meeting regarding litigation Seeking funding from creditors Reviewing terms of solicitors' conditional fee agreements Preparing brief to solicitors/Counsel Liaising with solicitors regarding recovery actions Dealing with ATE insurers Attending to negotiations Attending to settlement matters
Creditors and Distributions	
Creditor Communication	<ul style="list-style-type: none"> Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via facsimile, email and post Assisting employees to pursue claims via the RPO Corresponding with the PPF and the Pensions Regulator
Dealing with proofs of debt (POD)	<ul style="list-style-type: none"> Receipting and filing POD when not related to a dividend Corresponding with RPO regarding POD when not related to a dividend
Processing proofs of debt	<ul style="list-style-type: none"> Preparation of correspondence to potential creditors inviting submission of POD Receipt of POD Adjudicating POD Request further information from claimants regarding POD Preparation of correspondence to claimant advising outcome of adjudication Seeking solicitors' advice on the validity of secured creditors' claims and other complex claims

ANNUAL PROGRESS REPORT OF The Rowan Tree (Boston Spa) Ltdt/a Southbank - IN CREDITORS'
VOLUNTARY LIQUIDATION

Appendix IV

Time cost information for period 06/04/2022 to 05/04/2023

Time Entry - SIP9 Time & Cost Summary

T052 - The Rowan Tree (Boston Spa) Ltd
Project Code: POST
To: 05/04/2023

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hc Rat
Administration & Planning	4.00	0.00	0.00	0.00	4.00	1,100.00	27
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	
Creditors	0.00	8.95	0.00	0.00	8.95	1,566.25	17
Investigations	0.00	4.35	0.00	0.00	4.35	761.25	17
Realisation of Assets	0.00	0.00	0.00	0.00	0.00	0.00	
Trading	0.00	0.00	0.00	0.00	0.00	0.00	
Total Hours	4.00	13.30	0.00	0.00	17.30	3,427.50	19
Total Fees Claimed						0.00	
Total Disbursements Claimed						0.00	

Summary of chargeout rates for staff members involved with this case.

Grade Category	Minimum Rate	Maximum Rate
Partner	350	350
Other Senior Professional	125	125
Manager	250	250
Assistants & Support Staff	175	175