

# LIQ03

## Notice of progress report in voluntary winding up



Companies House

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

### 1 Company details

Company number 0 7 6 3 9 8 1 1

Company name in full Surrey And Hants Finance Limited

#### → Filling in this form

Please complete in typescript or in  
bold black capitals.

### 2 Liquidator's name

Full forename(s) Gordon

Surname Johnston

### 3 Liquidator's address

Building name/number 12/14 Carlton Place

Street

Post town Southampton

County/Region Hampshire

Postcode S O 1 5 2 E A

Country

### 4 Liquidator's name ①

Full forename(s) Shane

Surname Biddlecombe

#### ① Other liquidator

Use this section to tell us about  
another liquidator.

### 5 Liquidator's address ②

Building name/number 12/14 Carlton Place

Street

Post town Southampton

County/Region Hampshire

Postcode S O 1 5 2 E A


Country

#### ② Other liquidator

Use this section to tell us about  
another liquidator.

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<b>6</b>	<b>Period of progress report</b>															
From date	<sup>d</sup>	0	<sup>d</sup>	7	<sup>m</sup>	1	<sup>m</sup>	0	<sup>y</sup>	2	<sup>y</sup>	0	<sup>y</sup>	1	<sup>y</sup>	9
To date	<sup>d</sup>	0	<sup>d</sup>	6	<sup>m</sup>	1	<sup>m</sup>	0	<sup>y</sup>	2	<sup>y</sup>	0	<sup>y</sup>	2	<sup>y</sup>	0
<b>7</b>	<b>Progress report</b>															
<input checked="" type="checkbox"/> The progress report is attached																
<b>8</b>	<b>Sign and date</b>															
Liquidator's signature	Signature															
	<b>X</b> 												<b>X</b>			
Signature date	<sup>d</sup>	0	<sup>d</sup>	4	<sup>m</sup>	1	<sup>m</sup>	2	<sup>y</sup>	2	<sup>y</sup>	0	<sup>y</sup>	2	<sup>y</sup>	0

# 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 **Carol Haines**

Company name **HJS Recovery (UK) Ltd**

Address **12/14 Carlton Place**

**Southampton**

Post town **SO15 2EA**

County/Region

Postcode

Country

DX

Telephone **023 8023 4222**



### 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)**

# Liquidators' Annual Progress Report to Members

Surrey And Hants Finance Limited  
- In Liquidation

4 December 2020

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- 7** Next Report

## APPENDICES

- A** Receipts and Payments Account for the Period from 7 October 2019 to 6 October 2020
- B** Additional Information in Relation to Liquidators' Fees

## **1 Introduction and Statutory Information**

- 1.1 I, Gordon Johnston of HJS Recovery (UK) Ltd, was appointed as Joint Liquidator of Surrey and Hants Finance Limited (the Company) on 7 October 2019 together with my colleague Shane Biddlecombe. This report provides an update on the progress in the liquidation for year ended 6 October 2020 (the Period).
- 1.2 Information about the way that we will use, and store personal data on insolvency appointments can be found in the attached Privacy Notice.
- 1.3 The trading address of the Company was Farris Cottage, Ripley, Woking, Surrey, GU23 6WD.
- 1.4 The registered office of the Company has been changed to HJS Recovery (UK) Ltd, 12-14 Carlton Place, Southampton, Hampshire, SO15 2EA and its registered number is 07639811.

## **2 Progress of the Liquidation**

- 2.1 At Appendix A, I have provided an account of my Receipts and Payments for the Period, with a comparison to the Declaration of Solvency values.
- 2.2 I am pleased to report that the following assets have been realised in the liquidation.

### Cash at Bank

- 2.3 The Declaration of Solvency stated that cash at bank was expected to realise £588,244.00. The amount recovered following the closure of the Company's bank account was £586,094.18 being the balance after settlement of the final corporation tax liability and receipt of the final VAT refund.

## **3 Distributions to Members**

- 3.1 The following cash distribution to the members has been made since the date of my appointment:
  - An initial distribution of £1.94 per share on 28 January 2020.

## **4 Liquidators' Remuneration**

- 4.1 The Liquidators' pre-appointment fee of £2,000 plus VAT was settled prior to appointment.
- 4.2 The members approved that the basis of the Liquidators' remuneration be fixed as a set amount of £2,000 plus VAT and disbursements.
- 4.3 The Liquidators have drawn £2,000 plus VAT approved by the members together with disbursements of £651.
- 4.4 Attached as Appendix B is additional information in relation to the Liquidators' fees.
- 4.5 A copy of 'A Shareholders' Guide to Liquidators' Fees' is available on request or can be downloaded from <http://www.hjsrecovery.co.uk/publications/> .

## 5 Liquidators' Expenses and Disbursements

- 5.1 The following expenses and disbursements have been incurred since my appointment as Liquidator:

	Paid in the period covered by this report £	Incurred but not paid to date £	Total anticipated cost £
Bank charges	£25.00	0.00	£25.00
Statutory advertising	£226.00	0.00	£226.00
Specific penalty bond	£400.00	0.00	£400.00

## 6 Members' Rights

- 6.1 Within 21 days of the receipt of this report, members with either at least 5% of the total voting rights of all the members having the right to vote at general meetings of the Company or with the permission of the court, may request in writing that the Liquidators provide further information about their remuneration or expenses which have been itemised in this progress report.
- 6.2 Any members with at least 10% of the total voting rights of all the members having the right to vote at general meetings of the Company may within 8 weeks of receipt of this progress report, make an application to court on the grounds that, in all the circumstances, the basis fixed for the Liquidators' remuneration is inappropriate and/or the remuneration charged or the expenses incurred by the Liquidators, as set out in this progress report, are excessive.

## 7 Next Report

- 7.1 I am required to provide a further report on the progress of the liquidation within two months of the end of the second anniversary of the liquidation, unless I have concluded matters prior to this, in which case I will write again with my proposed final account.

Yours faithfully



Gordon Johnston ACA FABRP  
Joint Liquidator

Surrey And Hants Finance Limited  
(In Liquidation)  
Joint-Liquidators' Summary of Receipts & Payments

Appendix A

Declaration of Solvency £		From 07/10/2019 To 06/10/2020 £	From 07/10/2019 To 06/10/2020 £
	ASSET REALISATIONS		
588,244.00	Cash at Bank	586,094.18	586,094.18
1,025.00	VAT Refund	NIL	NIL
		586,094.18	586,094.18
	COST OF REALISATIONS		
	Bank Charges	25.00	25.00
	Liquidators set fee	2,000.00	2,000.00
	Specific Bond	400.00	400.00
	Statutory Advertising	226.00	226.00
		(2,651.00)	(2,651.00)
	DISTRIBUTIONS		
	First Distribution	582,874.18	582,874.18
		(582,874.18)	(582,874.18)
584,606.50		569.00	569.00
	REPRESENTED BY		
	Bank 1 Current		43.80
	Vat Receivable		525.20
			569.00



## Additional Information in Relation to Liquidators' Fees

**1** Staff allocation and the use of subcontractors

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

**2** Professional Advisers

- 2.1 On this assignment we have not used the services of any professional advisors.

**3** Liquidators' Disbursements

- 3.1 Category 1 disbursements do not require approval by members. The type of disbursements that may be charged as a Category 1 disbursement to a case generally comprise of external supplies of incidental services specifically identifiable to the case, such as postage, case advertising, invoiced travel and external printing, room hire and document storage. Also chargeable will be any properly reimbursed expenses incurred by personnel in connection with the case.
- 3.2 Category 2 disbursements do require approval from creditors. These are costs which are directly referable to the appointment in question but are not payments which are made to an independent third party and may include shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis such as internal room hire, document storage or business mileage. Details of Category 2 disbursements charged by this firm (where appropriate) were provided at the time the Liquidators' fees were approved by creditors.
- 3.3 Details of the Liquidators' disbursements and expenses incurred to date can be found in the body of the report.

# Privacy Notice

## Use of personal information

We process personal information to enable us to carry out our work as insolvency practitioners which includes processing data that was held by companies/individuals before our appointment together with data collected during an insolvency procedure or a fixed charge receivership. Our legal obligation to process personal data arises from work we are required to carry out under insolvency and other related legislation.

Insolvency practitioners are Data Controllers of personal data in so far as defined by data protection legislation. HJS Recovery (UK) Ltd will act as Data Processor on their instructions about personal data in relation to an insolvency procedure or fixed charge receivership.

Personal data will be kept secure and processed only for matters relating to the insolvency procedure being dealt with.

## The data we may process

The personal data insolvency practitioners may process in most cases will be basic details that may identify an individual and will typically be sufficient to allow us to carry out our work as insolvency practitioners, for example, dealing with the claims of individuals who are owed monies by the companies/individuals over whom we have been appointed.

However, insolvency practitioners may be appointed over entities that process personal data that is considered more sensitive, for example health records and this sensitive data will usually have been created before our appointment. Although we will take appropriate steps to safeguard sensitive data (or to destroy it where it is appropriate to do so), subject to limited exceptions, for example, where we identify previous conduct and/or action that requires further investigation, we will not be processing sensitive data.

## Sharing information

We may share personal data with third parties where we are under a legal or regulatory duty to do so, or it is necessary for the purposes of undertaking our work as insolvency practitioners. We may also share personal data to lawfully assist the police or other law enforcement agencies with the prevention and detection of crime, where disclosure is necessary to protect the safety or security of any persons and/or otherwise as permitted by the law.

## How long will we hold it?

Personal data will be retained for as long as any legislative or regulatory requirement requires us to hold it. Typically, this may be up to 6 years after which it will be destroyed.

## What are your rights?

You have the right to receive the information contained in this document about how your personal data may be processed by us.

You also have the right to know that we may be processing your personal data and, in most circumstances, to have information about the personal data of yours that we hold, and you can ask for certain other details such as what purpose we may process your data for and how long we will hold it.

Individuals have the right to request that incorrect or incomplete data is corrected and in certain circumstances, you may request that we erase any personal data on you which may be held or processed as part of our work as insolvency practitioners. If you have any complaints about how we handle your personal data, please contact Shane Biddlecombe at HJS Recovery (UK) Ltd, 12-14 Carlton Place, Southampton, SO15 2EA or via email at [recovery@hjssolutions.co.uk](mailto:recovery@hjssolutions.co.uk) so we can resolve the issue, where possible. You also have the right to lodge a complaint about any use of your information with the Information Commissioners Office (ICO), the UK data protection regulator.