### Return of Final Meeting in a Members' Voluntary Winding Up

Pursuant to Section 94 of the Insolvency Act 1986

To the Registrar of Companies

Company Number

04718077

Name of Compar	Name	me	of	Com	pany
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(a) Insert full name of company

(a) 04718077 Limited

(b) Insert full name(s) and address(es)

I (b)

Darren Edwards of Aspect Plus LLP, 40a Station Road, Upminster, Essex, RM14 2TR

(c) Delete as applicable

(d) Insert date

(e) The copy account must be authenticated by the written signature(s) of the liquidator(s)

> (f) Insert venue of the meeting

give notice that a general meeting of the company was duly (c) summoned for (d) 15 January 2014 pursuant to Section 94 of the Insolvency Act 1986, for the purpose of having an account (of which a copy is attached (e)) laid before it showing how the winding up of the company has been concluded, and the property of the company has been disposed of and (c) that the same no quorum was present at the meeting,

The meeting was held at (f) 40a Station Road, Upminster, Essex, RM14 2TR

The winding up covers the period from (d) 5 July 2013 (opening of winding up) to the final meeting (close of winding up)

The outcome of the meeting (including any resolutions passed at the meeting) was as follows

- 1 That the Liquidators final report and receipts and payments account be approved
- 2 That the Liquidator receive his release and be discharged

Signed

melined

Date 15 (14

Presenter's name, address and reference (if any)

Darren Edwards Aspect Plus LLP 40a Station Road Upminster Essex **RM14 2TR** 

16/01/2014 **COMPANIES HOUSE** 

#187

# IN THE MATTER OF 04718077 LIMITED - IN LIQUIDATION

AND

**THE INSOLVENCY ACT 1986** 

# THE LIQUIDATOR'S FINAL REPORT PURSUANT TO SECTION 94 OF THE INSOLVENCY ACT 1986

AND

RULE 4.49D OF THE INSOLVENCY RULES 1986 FOR THE PERIOD FROM 5 JULY 2013 TO 11 DECEMBER 2013



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#### **APPENDICES**

- 1. Receipts and Payments Account for the period 5 July 2013 to 11 December 2013
- 2. Analysis of Time Costs for the period 5 July 2013 to 6 December 2013
- 3. Charge out rates and disbursement policy
- 4 Notice of the Final Meeting
- 5 Proxy Form



#### 1. COMPANY INFORMATION

Company Name

04718077 Limited ("the Company")

Registered Number

04718077

Registered Office:

40a Station Road, Upminster, Essex, RM14 2TR

Trading Address.
Former Company Name

N/A N/A

omer company Name

#### LIQUIDATION APPOINTMENT DETAILS

Liquidator name

Darren Edwards

Liquidator firm.

Aspect Plus LLP

Liquidator address

40a Station Road, Upminster, Essex RM14 2TR

Appointment date.

5 July 2013

#### 2. INTRODUCTION

The purpose of this report is to provide a final report to the sole member and to put the sole member on notice of the Liquidators intention to seek his release from office. The final report details the Liquidators acts and dealings as Liquidator and it should be read in conjunction with previous correspondence to the sole member

#### 3. BACKGROUND

The Liquidator was appointed on 5 July 2013, which followed the written resolutions passed by sole member of the Company.

#### 4. ASSET REALISATIONS

Attached at Appendix 1 is the final receipts and payments account from 5 July 2013 to 11 December 2013 and up to the date of the final meeting

#### Receipts

The Declaration of Solvency disclosed that there were no assets and none were realised

#### **Payments**

Professional fees have been paid by a third party in accordance with the written resolutions passed by the sole member and are detailed at section 6 of this final report

The Declaration of Solvency disclosed that there were no payments and none were made

#### Distributions

There were no assets to distribute.

### Other matters

HMRC have been notified of the Liquidators decision to seek his release as Liquidator together with submitting all relevant tax returns relating to the period prior to Liquidation HMRC have provided the appropriate tax clearances to enable the conclusion of the Liquidation



#### 5. CREDITORS CLAIMS

#### **Secured Creditors**

There are no known secured creditors

#### Preferential creditors

There are no known preferential creditors

#### **Unsecured creditors**

There are no known unsecured creditors

#### 6. COSTS AND EXPENSES

As previously mentioned there have been no realisations or payments therefore the receipts and payments account at Appendix 1 is nil

#### **Pre-Appointment Remuneration**

A fixed fee of £600.00 was agreed and approved by the sole member of the Company by written resolution. This fixed fee was paid by a third party and relates to the assistance given to the sole member of the Company in relation to the Declaration of Solvency and other documentation required to place the Company into Members Voluntary Liquidation

#### Liquidator's Remuneration

The Liquidators remuneration has been incurred in accordance with Insolvency Rules 1986 4.148(2) (b) on a time cost basis in relation to this assignment, as authorised by the sole member by the following resolution:

"That the Liquidator's remuneration be fixed by reference to time properly given by the Liquidator and his staff in attending to matters arising in the winding up"

#### **Summary of Costs**

The Liquidator's time costs incurred since appointment for the period 5 July 2013 to 6 December 2013 total £1,477.00 representing 7.90 hours at an average hourly rate of £186 96. No remuneration has been drawn in this regard and will be written off. The time costs are detailed at Appendix 2.

#### Liquidator's Disbursements

Category 1 disbursements for the period 5 July 2013 to 6 December 2013 total £378 80 and are detailed at Appendix 2 and represent the actual out of pocket payments made on behalf of the assignment. These costs have not been billed.

No category 2 disbursements for the period 5 July 2013 to 6 December 2013 have been incurred

A copy of 'A Creditors Guide to Liquidators' Fees' may be found at -

http://www.insolvency-practitioners.org.uk/page.aspx?pageID=104



A hard copy of the Creditors Guide may be obtained on request

Category 1 and Category 2 disbursements will include an element of postage, photocopying and statutory advertising. The sum of £253 80 plus VAT has been incurred in respect of statutory advertising. There will also be a further charge when advertising the final meeting of £84 60 plus VAT.

In addition to the above, this firm utilises an IT system in which to maintain records and information regarding the Liquidation. The IT provider for the use of this software, which has been incurred, charges a one off fee of £110.00 per case.

In addition, the Liquidator is required to obtain specific bond insurance, based on the level of realisations expected to be realised, as required by the Insolvency Practitioners Regulations 2005. This cost has been incurred in the sum of £15 00

#### Other professional Costs

No other professional costs have been incurred.

# 7. MEMBERS RIGHT TO REQUEST INFORMATION UNDER RULE 4.49e AND THEIR RIGHT TO CHALLENGE THE LIQUIDATOR'S REMUNERATION AND EXPENSES UNDER RULE 4.148A

Within 21 days of receipt of a progress/final report (or 7 business days where the report has been prepared for the purposes of a meeting to receive the Liquidator's resignation) a member may request the Liquidator to provide further information about the remuneration and expenses set out in the final report.

A request must be in writing, and may be made by members of the Company with at least 5% of the total voting rights of all the members having the right to vote at general meetings or with the permission of the court

The Liquidator must provide the requested information within 14 days, unless he considers that the time and cost involved in preparing the information would be excessive, or disclosure would be prejudicial to the conduct of the Liquidation or might be expected to lead to violence against any person, or the Liquidator is subject to an obligation of confidentiality in relation to the information requested, in which case he must give the reasons for not providing the information

Any member may apply to the court within 21 days of the Liquidator's refusal to provide the requested information, or the expiry of the 14 days' time limit for the provision of the information

The Liquidator must provide certain information about the time spent on the case, free of charge, upon request by any creditor, director or shareholder of the Company

The information, which must be provided, is -

- the total number of hours spent on the case by the Liquidator or staff assigned to the case; and.
- · for each grade of staff, the average hourly rate at which they are charged out;
- · the number of hours spent by each grade of staff in the relevant period.

The period for which the information must be provided is the period from appointment to the end of the most recent period of six months reckoned from the date of the Liquidator's appointment, or where he has vacated office, the date that he vacated office.

The information must be provided within 28 days of receipt of the request by the Liquidator, and requests must be made within two years from vacation of office



If a member believes that the Liquidator's remuneration is too high, the basis is inappropriate, or the expenses incurred by the Liquidator are in all the circumstances excessive he may, provided certain conditions are met, apply to the court.

Application may be made to the court by members of the Company with at least 5% of the total voting rights of all the members having the right to vote at general meetings, or he has the permission of the court. Any such application must be made within 8 weeks of the applicant receiving the Liquidator's progress report in which the charging of the remuneration or incurring of the expenses in question is first reported. If the court does not dismiss the application (which it may if it considers that insufficient cause is shown) the applicant must give the Liquidator a copy of the application and supporting evidence at least 14 days before the hearing

If the court considers the application well founded, it may order that the remuneration be reduced, the basis be changed, or the expenses be disallowed or repaid. Unless the court orders otherwise, the costs of the application must be paid by the applicant

#### 8. CONCLUSION

It is intended that meeting of the sole member be convened for 15 January 2014 at 11 00am and is being held at the offices of Aspect Plus LLP, 40a Station Road, Upminster, Essex RM14 2TR Please note that this meeting is purely a formality and there is no necessity to attend. The only information that will be presented to this meeting comprises this final report and the attachments. Notice of the meeting is attached at Appendix 4.

If you do not wish to attend the meeting of members personally, then the proxy form must be returned by the date and time specified in the notice in order for your claim to be admitted for voting purposes. The proxy form is attached at Appendix 5.

The proxy form should nominate a proxy-holder, which may be the chairperson of the meeting, and who will vote in accordance with your instructions. The Chairman will be either the Liquidator, or a manager at this office. Please note that if proxies are given to the Official Receiver they will be invalid

The meeting is for seeking the Liquidator's release and this is detailed in the resolution on the proxy form. If there is no objection to the Liquidator seeking his release, then he will be released upon giving notice of the same to the Registrar of Companies in accordance with Section 94(3) of the Insolvency Act 1986

Please note the books and records of the Company must not be destroyed for at least 12 months from dissolution, which normally occurs three months from the final meeting date.

Should you have any queries regarding this matter, or the contents of this final report, please do not hesitate to contact Darren Tapsfield on 01708 300177

Darren Edwards

Liquidator of 04718077 Limited



# 04718077 Limited - In Members Voluntary Liquidation Liquidator's Final Abstract of Receipts & Payments

Declaration of Solvency		05/07/13 to 11/12/13	12/12/13 to 15/01/14	Final Outcome
£		£	£	£
	RECEIPTS			
NIL	• ·	NIL	NIL	NIL
	PAYMENTS			
		NIL	NIL	NIL
			NIL	NIL
	CASH IN HAND	NIL	NIL_	NIL

Declarend

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## Liquidator's Remuneration Schedule 04718077 Limited Between 05 July 2013 and 06 December 2013

Classification of work function	Partner/ Director	Manager	Other Senior Professionals	Assistants & Support Staff		Time Cost	Average Hourly Rate
Administration & Planning	3.10	0.00	4.00	0 80	7.90	1,477.00	186.96
Investigations	0 00	0 00	0.00	0 00	0.00	0.00	0 00
Realisation of Assets	0.00	0.00	0.00	0 00	0.00	0:00	11.414 0.00
Trading	0 00	0 00	0.00	0 00	0.00	0.00	0.00
Creditors Cont.	ายเฉยเ 0.00	0 00	0 00	0.00	0 00	0 00	0 00
Case Specifice And Matters	0 00	0.00	0.00	0 00	0.00	0.00	0.00
Total hours	3.10	0 00	4 00	0 80	7 90		
Time costs	837.00	0.00	560 00	80.00	1,477.00	1101 £ 351	
Average hourly rate	-`270 00	0 00	140.00	100.00	186 96		4

<u> </u>				
Description	Total Incurred £	Total Recovered £		
Statutory Advertising	253.80	3.0		
Insolv IT Charge	15.00	* .		
Liquidatrors Bond	110 00	. (		
Totals	378.80			
		( ,		

Summary of Fees

Summary of Fees			
Time spent in administering the Assignment	Hours	7 90	)
Total value of time spent to 06 December 2013	£	1,477 00	)
Total Liquidator's fees charged to 06 December 2013	£	′ ′ ′ 0 00	)

#### **Aspect Plus LLP**

#### CHARGE OUT RATE AND DISBURSEMENT POLICY

This guide to our fees & disbursements has been produced to provide creditors with information required by best practice guidance. We recommend that this guidance is read in conjunction with the note entitled "A Creditors Guide to Liquidators' Fees", which can be viewed at the following website.

http://www.insolvency-practitioners.org.uk/page.aspx?pageID=104

At Aspect Plus LLP, we seek to recover fees on time cost basis. Set out below are our firm's current hourly rates, with effect from April 2011 excluding VAT

Staff	Charge out rates 2013 £	Charge out rates 2012 £	Charge out rates 2011 £
Partners/Office Holders	270	270	270
Managers/Directors	190	190	190
Seniors	140	140	140
Administrators	100	100	100
Junior Assistants	50	50	50

#### Category 2 disbursements

We will be seeking a resolution for our category 2 disbursements, details of which are detailed below -

Postage - Actual cost.

Letterhead 25p per sheet

Photocopying 10p per sheet.

Internal meeting room cost £25 per hour.

Mileage (own car usage) 40p per mile

Storage and Archiving is recharged to the estate at the rate of £10 per box per quarter, and includes a small charge to cover the administration costs of maintaining the archiving database and retrieval of documents from the commercial archiving company

VAT will be charged on the above disbursements where applicable.

#### Time charging policy

Support staff do not charge their time to each case

Support staff include, secretarial and administration support

Please be advised that the minimum unit of time recorded is 6 minutes

#### THE INSOLVENCY ACT 1986

#### NOTICE OF FINAL MEETING

Company Name.

04718077 Limited

**Company Number:** 

04718077

Former Company Name(s):

Trading Name

Registered Office

40a Station Road, Upminster, Essex, RM14 2TR

**Principal Trading Address** 

7 Bath Place, London, EC2A 3DR

**Date of Appointment** 

5 July 2013

NOTICE IS HEREBY GIVEN that a final meeting of the members of 04718077 Limited will be held at 11:00 am on 15 January 2014 The meeting will be held at the offices of Aspect Plus LLP, 40a Station Road, Upminster, Essex, RM14 2TR.

The meeting is called pursuant to Section 94 of the Insolvency Act 1986 for the purpose of receiving an account showing the manner in which the winding-up of the company has been conducted and the property of the company disposed of, and to receive any explanation that may be considered necessary. Any member entitled to attend and vote at the meeting is entitled to appoint a proxy to attend and vote on their behalf. A proxy need not be a member of the company.

The following resolutions will be considered at the meeting:

- That the liquidator's final report and receipts and payments account be approved
- 2. That the liquidator be released and discharged.

Proxies to be used at the meeting must be returned to the offices of Aspect Plus LLP, 40a Station Road, Upminster, Essex, RM14 2TR no later than 12 noon on the working day immediately before the meeting.

Signed

**Darren Edwards** 

Liquidator

Date: 11 December 2013

Names of Insolvency Practitioners calling the

meetings:

Address of Insolvency Practitioners:

**IP Numbers** 

Contact Name

**Email Address** 

Telephone Number

Darren Edwards

40a Station Road, Upminster, Essex, RM14 2TR

10350

Darren Tapsfield

dtapsfield@aspectplus co uk

0800 988 1897

Rule 8.1	Insolvency Act 1986	Form 8.5
	Proxy (Members' or Creditors' Voluntary Winding Up)	
	04718077 Limited	
	Name of Creditor/Member *	
	Address	
Please insert name of	Name of Proxy Holder	
person (who must be 18 or over) or the chairman of the meeting (see note below) if you wish to	1	
provide for alternative proxy holders in the circumstances that your first choice is unable to	2	
attend please state the name(s) of the alternatives as well	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/member's * proxy holder a meeting of creditors/members to be held on 15 January 2014, or at any adjoint that meeting. The proxy holder is to propose or vote as instructed below (and respect of any resolution for which no specific instruction is given, may vote of the following discretion).	urnment of d in
Any other resolutions which the proxy-holder is to	at his/her discretion).	
propose or vote in favour of or against should be set	1 That the final report and receipts and payments account be approved	Ł
out in numbered paragraphs in the space provided below paragraph	[Fo	or/Against]*
1 If more room is required please use the other side	2. That the Liquidator receive his release	
of this form	(Fo	r/Against]*
	* Please delete as applicable	
This form must be signed	Signature	
	Date	
	Name in CAPITAL LETTERS -	
Only to be completed if the creditor/member has not signed in person	Position with creditor/member or relationship to creditor/member or oth authority for signature	ier

Please note that if you nominate the chairman of the meeting to be your proxyholder he will either be a director of the company or the current liquidator. Remember, there may be resolutions on the other side of this form