

LIQ03

Notice of progress report in voluntary winding up



Companies House

SATURDAY



A17 31/03/2018 #53
COMPANIES HOUSE

1 Company details

Company number 09133698
Company name in full R & P Services Nottingham Limited

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

2 Liquidator's name

Full forename(s) Richard A B
Surname Saville

3 Liquidator's address

Building name/number Church House
Street 13-15 Regent Street
Post town Nottingham
County/Region
Postcode NG1 5BS
Country

4 Liquidator's name ①

Full forename(s) Andrew J
Surname Cordon

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

5 Liquidator's address ②

Building name/number Church House
Street 13-15 Regent Street
Post town Nottingham
County/Region
Postcode NG1 5BS
Country

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

LIQ03

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6 Period of progress report

From date	^d 0	^d 3	^m 0	^m 1	^y 2	^y 0	^y 1	^y 7
To date	^d 0	^d 2	^m 0	^m 1	^y 2	^y 0	^y 1	^y 8

7 Progress report

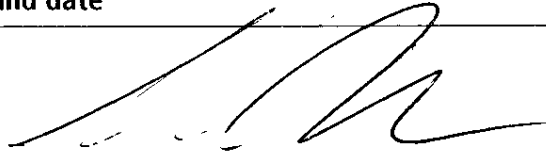
☐ The progress report is attached

8 Sign and date

Liquidator's signature

Signature

X



X

Signature date

^d 0	^d 1	^m 0	^m 3	^y 2	^y 0	^y 1	^y 8
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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	Andrew J Cordon
Company name	CFS Restructuring LLP
Address	Church House 13-15 Regent Street
Post town	Nottingham
County/Region	
Postcode	N G 1 5 B S
Country	
DX	
Telephone	0115 838 7330



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

R & P Services Nottingham Limited
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments

Statement of Affairs £		From 03/01/2017 To 02/01/2018 £	From 03/01/2017 To 02/01/2018 £
	COSTS OF REALISATION		
	Debt Collection Fees	NIL	NIL
		NIL	NIL
	ASSET REALISATIONS		
950.00	Plant & Machinery	12,695.99	12,695.99
95.00	Furniture & Equipment	NIL	NIL
11,650.00	Motor Vehicles	NIL	NIL
	Bank Interest Gross	0.31	0.31
		12,696.30	12,696.30
	COST OF REALISATIONS		
	Preparation of S. of A.	6,000.00	6,000.00
	Office Holders Fees	3,768.00	3,768.00
	Office Holders Expenses	312.42	312.42
	Debt Collection Fees	2,286.10	2,286.10
		(12,366.52)	(12,366.52)
	UNSECURED CREDITORS		
(45,188.00)	Trade & Expense Creditors	NIL	NIL
(260.00)	Directors	NIL	NIL
(20,037.00)	Banks/Institutions	NIL	NIL
(53,536.00)	HM Revenue & Customs - PAYE	NIL	NIL
(34,633.00)	HM Revenue & Customs - VAT	NIL	NIL
(13,206.00)	HM Revenue & Customs - Corp Tax	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(100.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(154,265.00)		329.78	329.78
	REPRESENTED BY		
	Vat Receivable		2,459.30
	Bank 1 Current		409.69
	Vat Payable		(2,539.21)
			329.78



Andrew J Cordon
Joint Liquidator



Corporate Financial Solutions

1 March 2018

TO ALL KNOWN CREDITORS

Our ref: RP091CVL/000NR
RABS/AJC/JLE/CS

Your ref:

Please contact: A J Cordon

Dear Sir/Madam

R & P Services Nottingham Limited - In Creditors' Voluntary Liquidation

Registered Address: Church House, 13-15 Regent Street, Nottingham, NG1 5BS

Trading Address: Newbourne House, Bedford Grove, Nottingham, NG6 9DE

Registered number: 09133698

Joint Liquidators: Richard A B Saville and Andrew J Cordon

Joint Liquidators' Address: Church House, 13-15 Regent Street, Nottingham, NG1 5BS

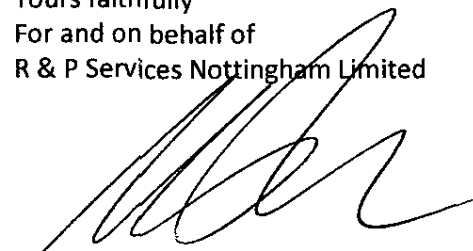

Date of Appointment: 03/01/2017

This is my first annual report of this Liquidation. This report should be read in conjunction with previous reports and only covers movements in the year to 2 January 2018.

Yours faithfully

For and on behalf of

R & P Services Nottingham Limited


 **Richard A B Saville**
Joint Liquidator

Enc.

E: info@cfs-llp.com W: www.cfs-llp.com

Church House, 13-15 Regent Street, Nottingham, NG1 5BS. T: 0115 838 7330 F: 0115 950 0262

Corporate Financial Solutions is the trading name of CFS Restructuring LLP, a limited liability partnership registered in England No. 0C400289, registered office Church House, 13-15 Regent Street, Nottingham, NG1 5BS. Richard A B Saville and Andrew J Cordon are both licenced in the United Kingdom to act as Insolvency Practitioners by the Association of Chartered Certified Accountants. Any reference to a partner is to a member of the limited liability partnership. A list of partners is available for inspection at the registered office. Partners, Directors and Consultants acting as administrators or administrative receivers contract as agents and without personal liability.

ANNUAL PROGRESS REPORT

R & P Services Nottingham Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

ANNUAL PROGRESS REPORT OF R & P Services Nottingham Limited - 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 3 January 2017 to 2 January 2018
- Appendix III - Estimated Outcome Statement
- Appendix IV - Detailed list of work undertaken in the period
- Appendix V - Time cost information for period 3 January 2017 to 2 January 2018
- Appendix VI - Time costs summary for period, cumulative & comparison with estimate
- Appendix VII - Expenses summary for period, cumulative & comparison with estimate

ANNUAL PROGRESS REPORT OF R & P Services Nottingham Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

EXECUTIVE SUMMARY

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

Assets

Asset	Estimated to realise per Statement of Affairs	Realisations to date	Anticipated future realisations	Total anticipated realisations
Plant & Machinery	950	950	Nil	950
Furniture & equipment	95	95	Nil	95
Motor Vehicles	11,650	11,651	Nil	11,651

Expenses

Expense	Amount per fees and expenses estimates	Expense incurred to date	Anticipated further expense to closure	Total anticipated expense
Joint Liquidators' fees	15,583	3,768	410	4,178
Debt Collection Fees	Nil	2,286	Nil	2,286
Agents' fees	1,500	Nil	Nil	Nil
Bond	340	70	Nil	70
Statutory Advertising	385	231	Nil	231

Dividend prospects

Creditor class	Distribution / dividend paid to date	Anticipated distribution / dividend, based upon the above
Secured creditor	N/A	N/A
Preferential creditors	N/A	N/A
Unsecured creditors	None	None

Closure

Based on current information, it is anticipated that the liquidation will be concluded within the next 6 months.

ADMINISTRATION AND PLANNING

Statutory information

Statutory information may be found at Appendix I.

The Joint Liquidators are 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.

ENQUIRES AND INVESTIGATIONS

During the Review Period, the Joint Liquidators 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 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 directors provided the books and records and a completed questionnaire as well as a Statement of Affairs.

The information gleaned from this process enabled the Joint Liquidators to meet their 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 Joint Liquidators did not identify any further assets or actions which might lead to a recovery for creditors.

REALISATION OF ASSETS

Detailed below is key information about asset realisation and strategy, however, more details about the work undertaken may be found at Appendix IV. The Joint Liquidators formulated and worked through a realisation strategy that sought to maximise realisations net of costs. The financial benefit of those efforts is described further below.

Transactions with connected parties

Since appointment, a sale to a connected party has occurred.

The Liquidator instructed John Pye & Son Limited, who are professional independent agents with adequate professional indemnity insurance, to dispose of the Company's assets using the most advantageous method available.

R&P Services Midlands Limited expressed an interest in purchasing the Company's chattel assets which comprised of a small amount of plant & machinery and office furniture & equipment together with motor vehicles owned by the Company. R&P Services Midlands Limited is connected with the Company because they have a common Director.

Therefore, upon the advice of John Pye & Sons Limited, and after weighing up the advantages of a swift sale, which would avoid the ongoing costs of storing and marketing the assets, it was concluded

ANNUAL PROGRESS REPORT OF R & P Services Nottingham Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

that purchaser's offer was very likely to represent the best net realisation for the assets and they recommended to the Liquidator that the offer be accepted.

Consequently, the Company's assets were sold to R&P Services Midlands Limited on 17 January 2017 for £12,695 (exclusive of any VAT). The payment was not made in accordance with the agreed terms and the engagement of a debtor collection agency was required. The payments in settlement of the balance was made by instalment with the last payment being received on 27 November 2017.

Payments

CREDITORS

The Joint Liquidators have met their 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:

[Delete those not applicable]

- The report (presented to the S98 meeting of creditors / on the creditors' S100 decision);
- This progress report;

Irrespective of whether sufficient realisations are achieved to pay a dividend to creditors, the Joint Liquidators have had to carry out key tasks which are detailed in the list at Appendix IV. 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.

Unsecured creditors

HMRC was shown to be owed £101,375. No formal claim has been received.

The trade and expense creditors as per the statement of affairs totalled £45,188. Please be advised that proofs of debt are still being received and therefore the total value of unsecured claims is not known at present.

Dividend prospects

There is no prospect of a dividend to any class of creditor.

FEES AND EXPENSES

Pre-Appointment Costs

Fixed fee agreed with the Directors and ratified by creditors.

The creditors authorised the fee of £6,000 for assisting the directors with placing the Company in Liquidation and with preparing the Statement of Affairs on 3 January 2017.

The fee was paid from first realisations on appointment and is shown in the enclosed receipts and payments account.

ANNUAL PROGRESS REPORT OF R & P Services Nottingham Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

The Joint Liquidators' 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 partner then oversees the work undertaken. Where the issues are complex and litigious, the work will be closely supervised or undertaken by a partner.

The basis of the Joint Liquidators' fees was approved by creditors on 3 January 2017 in accordance with the following resolution:

"THAT the Joint Liquidators' remuneration be fixed by reference to the time properly given by them (as liquidators) and the various grades of their staff calculated at the prevailing hourly charge-out rates of CFS Restructuring LLP for attending to matters arising in the winding up, in accordance with the fee estimate provided with their initial notification to creditors";

The time costs for the period 3 January 2017 to 2 January 2018 total £5,374, representing 20.10 hours at an average hourly rate of £267.36. The sum of £3,768 has been drawn on account of time costs incurred. The time costs for the period are detailed at Appendix V.

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 Joint Liquidators consider that:

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

Disbursements

The disbursements that have been incurred and not yet paid during the period are detailed on Appendix VII. Also included in Appendix VII is a comparison of the expenses likely to be incurred in the Liquidation as a whole with the original expenses estimate, together with reasons where any expenses are likely to exceed that estimate.

The category 1 disbursements paid for in the period 3 January 2017 to 2 January 2018 total £2,598 are detailed at Appendix II and represent the simple reimbursement of actual out of pocket payments made in relation to the assignment.

The category 2 disbursements for the period 3 January 2017 to 2 January 2018 total £nil. The basis of calculation of this category of disbursement was disclosed to creditors prior to their approval, which was given on 3 January 2017.

Information about this insolvency process may be found on the R3 website at <http://www.creditorinsolvencyguide.co.uk/>. A copy of 'A Creditors' Guide to Fees' together with the firm's charge-out rate and disbursement policy may be found at www.cfs-llp.com. A hard copy of both the Creditors' Guide and the firm's charge-out rate and disbursement policy may be obtained on request.

ANNUAL PROGRESS REPORT OF R & P Services Nottingham Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

Other professional costs

Agents and valuers

John Pye & Sons Limited were instructed as agents and valuers in relation to the Company's chattel assets. John Pye & Sons Limited have advised they will not be submitting an invoice for the work undertaken in this matter given the value and the nature of the assets concerned.

Debt collectors

JP Associates Limited have been retained as debt collectors to assist with the collection of the invoice raised in connection with the sale of the assets which was not settled within the agreed terms. The fees have been agreed at 15% plus VAT and have been paid in full.

CREDITORS' RIGHTS

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 officeholder'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 officeholder'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.

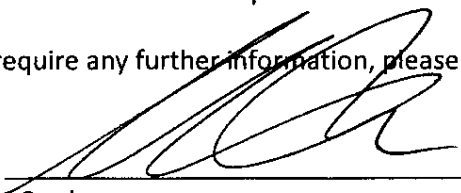
EC REGULATIONS (WHETHER PROCEEDINGS ARE MAIN PROCEEDINGS OR TERRITORIAL)

The Company's centre of main interest was in the UK as their registered office address was Newbourne House, Bedford Grove, Bulwell, Nottingham, NG6 8NG and their trading address was Newbourne House, Bedford Grove, Bulwell, Nottingham, NG6 8NG and therefore it is considered that the EU Regulations apply. These proceedings are main proceedings as defined in the EU Regulation.

CONCLUSION

The administration of the liquidation estate can now be brought to a conclusion.

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

Signed 
Andrew Cordon
Joint Liquidator
1 March 2018

ANNUAL PROGRESS REPORT OF R & P Services Nottingham Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

Appendix I

Statutory Information

Company Name	R & P Services Nottingham Limited
Former Trading Name	R & P Services Nottingham Limited
Company Number	9133698
Registered Office	Church House, 13-15 Regent Street, Nottingham, NG1 5BS
Former Registered Office	Newbourne House, Bedford Grove, Nottingham, NG6 9DE
Office holders	Richard A B Saville and Andrew J Cordon
Office holders' address	CFS Restructuring LLP, Church House, 13-15 Regent Street, Nottingham, NG1 5BS
Date of appointment	03 January 2017

ANNUAL PROGRESS REPORT OF R & P Services Nottingham Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

Appendix II

Receipts and Payments account for the period 3 January 2017 to 2 January 2018

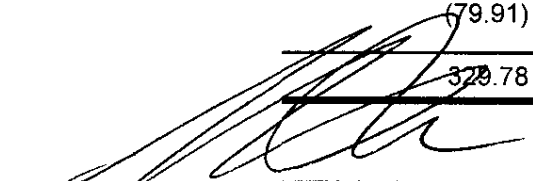
R & P Services Nottingham Limited
(In Liquidation)

Joint Liquidators' Summary of Receipts and Payments
To 02 January 2018

RECEIPTS	Statement of Affairs (£)	Total (£)
Plant & Machinery	950.00	12,695.99
Furniture & Equipment	95.00	0.00
Motor Vehicles	11,650.00	0.00
Bank Interest Gross		0.31
		<hr/>
		12,696.30
		<hr/>
PAYMENTS		
Preparation of S. of A.		6,000.00
Office Holders Fees		3,768.00
Office Holders Expenses		312.42
Debt Collection Fees		2,286.10
Trade & Expense Creditors	(45,188.00)	0.00
Directors	(260.00)	0.00
Banks/Institutions	(20,037.00)	0.00
HM Revenue & Customs - PAYE	(53,536.00)	0.00
HM Revenue & Customs - VAT	(34,633.00)	0.00
HM Revenue & Customs - Corp Tax	(13,206.00)	0.00
Ordinary Shareholders	(100.00)	0.00
		<hr/>
		12,366.52
		<hr/>
Net Receipts/(Payments)		329.78
		<hr/>

MADE UP AS FOLLOWS

Bank 1 Current	409.69
VAT Receivable / (Payable)	(79.91)
	<hr/>
	329.78
	<hr/>



Andrew J Cordon
Joint Liquidator

ANNUAL PROGRESS REPORT OF R & P Services Nottingham Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

Appendix III

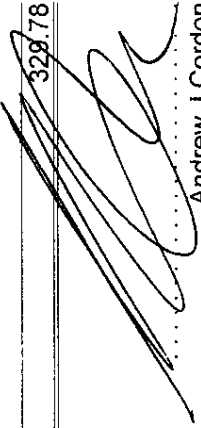
Estimated Outcome Statement

R & P Services Nottingham Limited
(In Liquidation)
Joint Liquidators' Estimated Outcome Statement
From 03/01/2017 To 02/01/2018

Statement of Affairs £	Realised Prior Period	Accrued This Period	Realised In Period	Accrued In Period	Projected	Total £	Total Realised £
COSTS OF REALISATION							
Debt Collection Fees	NIL	NIL	NIL	NIL	(600.00)	(600.00)	NIL
	NIL	NIL	NIL	NIL	(600.00)	(600.00)	NIL
ASSET REALISATIONS							
950.00 Plant & Machinery	NIL	NIL	12,695.99	NIL	NIL	12,695.99	12,695.99
95.00 Furniture & Equipment	NIL	NIL	NIL	NIL	95.00	95.00	NIL
11,650.00 Motor Vehicles	NIL	NIL	NIL	NIL	11,650.00	11,650.00	NIL
Book Debts	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Bank Interest Gross	NIL	NIL	0.31	NIL	NIL	0.31	0.31
Trading Surplus/(Deficit)	NIL	NIL	NIL	NIL	NIL	NIL	NIL
	NIL	NIL	12,696.30	NIL	11,745.00	24,441.30	12,696.30
COST OF REALISATIONS							
Preparation of S. of A.	NIL	NIL	(6,000.00)	NIL	NIL	(6,000.00)	(6,000.00)
Office Holders Fees	NIL	NIL	(3,768.00)	NIL	NIL	(3,768.00)	(3,768.00)
Office Holders Expenses	NIL	NIL	(312.42)	NIL	NIL	(312.42)	(312.42)
Debt Collection Fees	NIL	NIL	(2,286.10)	NIL	NIL	(2,286.10)	(2,286.10)
	NIL	NIL	(12,366.52)	NIL	NIL	(12,366.52)	(12,366.52)
UNSECURED CREDITORS							
(45,188.00) Trade & Expense Creditors	NIL	NIL	NIL	NIL	45,188.00	45,188.00	NIL
(260.00) Directors	NIL	NIL	NIL	NIL	260.00	260.00	NIL
(20,037.00) Banks/Institutions	NIL	NIL	NIL	NIL	20,037.00	20,037.00	NIL
(53,536.00) HM Revenue & Customs - PAYE	NIL	NIL	NIL	NIL	53,536.00	53,536.00	NIL
(34,633.00) HM Revenue & Customs - VAT	NIL	NIL	NIL	NIL	34,633.00	34,633.00	NIL
(13,206.00) HM Revenue & Customs - Corp Tax	NIL	NIL	NIL	NIL	13,206.00	13,206.00	NIL
	NIL	NIL	NIL	NIL	(166,860.00)	(166,860.00)	NIL
DISTRIBUTIONS							
(100.00) Ordinary Shareholders	NIL	NIL	NIL	NIL	100.00	100.00	NIL

R & P Services Nottingham Limited
(In Liquidation)
Joint Liquidators' Estimated Outcome Statement
From 03/01/2017 To 02/01/2018

Statement of Affairs £	Realised Prior Period	Accrued This Period For Prior	Realised In Period	Accrued In Period	Projected	Total £	Total Realised £
	NIL	NIL	NIL	NIL	(100.00)	(100.00)	NIL
<u>(154,265.00)</u>	NIL	NIL	329.78	NIL	(155,815.00)	(155,485.22)	329.78
REPRESENTED BY							
Vat Receivable	NIL		2,459.30				2,459.30
Bank 1 Current	NIL		409.69				409.69
Vat Payable	NIL		(2,539.21)				(2,539.21)
	NIL		329.78				329.78


Andrew J Cordon
Joint Liquidator

ANNUAL PROGRESS REPORT OF R & P Services Nottingham Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

Appendix IV

Detailed list of work undertaken for R & P Services Nottingham Limited in Creditors' Voluntary Liquidation for the review period 3 January 2017 to 2 January 2018

Below is detailed information about the tasks undertaken by the Joint 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
Diagrams, Management/Files, 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
Reports	Circulating initial report to creditors upon appointment Preparing annual progress report, investigation and general reports to creditors Disclosure of sales to connected parties
Directors' decisions	Notice of decision procedure to all known creditors Responding to queries and questions following decisions
INVESTIGATION	
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 directors	Preparing statutory investigation reports Liaising with Insolvency Service Submission of report with the Insolvency Service
Realisation of assets	
Plans and equipment	Liaising with valuers, auctioneers and interested parties Reviewing asset listings Liaising with secured creditors and landlords
Other assets, motor vehicles, intangibles, Intellectual property, Valuation of real estate, Insurance claims	Liaising with agents to agree disposal strategy Dealing with potential purchasers Negotiating sales Liaising with solicitors to agree sales Collecting sales consideration Liaising with insurance companies and directors to pursue claims Examining company records to support tax refunds Exchanges with government departments
Creditors and Distribution	

ANNUAL PROGRESS REPORT OF R & P Services Nottingham Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

General Description	Includes
Creditor Communication	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via facsimile, email and post
Dealing with proof of debt (POD)	Receipting and filing POD when not related to a dividend Corresponding with RPO regarding POD when not related to a dividend
Processing proof of debt	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

Current Charge-out Rates for the firm

Time charging policy

Support staff do charge their time to each case.

Support staff include cashier, secretarial and administration support.

The minimum unit of time recorded is 6 minutes.

Staff	Charge out rates £
Senior Partner	395
Partner	295
Senior Manager	250
Manager	225
Senior Administrator	195
Administrator	150
Support	90

ANNUAL PROGRESS REPORT OF R & P Services Nottingham Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

Appendix V

Time cost information for period 3 January 2017 to 2 January 2018

Time Entry - Cumulative Detailed SIP9 Time & Cost Summary

RP091CVL - R & P Services Nottingham Limited
To: 02/01/2018
All Post Appointment Project Codes

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Avg Hourly Rate (£)	Hours Cum (POST Only)	Time Costs Cum (POST Only)
603 Administration	1.90	0.00	0.00	0.00	1.90	560.50	295.00	1.90	560.50
604 Post Appointment Notifications	3.90	0.00	0.00	0.00	3.90	955.50	245.00	3.90	955.50
Case Specific Matters	5.80	0.00	0.00	0.00	5.80	1,516.00	261.38	5.80	1,516.00
501 Unsecured Creditors	0.00	0.00	0.00	0.40	0.40	50.00	125.00	0.40	50.00
Creditors	0.00	0.00	0.00	0.40	0.40	50.00	125.00	0.40	50.00
201 CDDA Reports	2.70	0.00	0.00	0.00	2.70	661.50	245.00	2.70	661.50
204 Investigations	4.40	0.00	0.00	0.00	4.40	1,153.00	262.05	4.40	1,153.00
Investigations	7.10	0.00	0.00	0.00	7.10	1,814.50	255.56	7.10	1,814.50
304 Plant & Machinery / Motor Vehicles	6.80	0.00	0.00	0.00	6.80	1,993.50	293.16	6.80	1,993.50
Realisation of Assets	6.80	0.00	0.00	0.00	6.80	1,993.50	293.16	6.80	1,993.50
Total Hours	19.70	0.00	0.00	0.40	20.10	5,374.00	267.36	20.10	5,374.00
Total Fees Claimed						3,768.00			

** - Denotes codes included in cumulative data that are not present in the period.

ANNUAL PROGRESS REPORT OF R & P Services Nottingham Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

Appendix VI

Time costs summary for period, cumulative & comparison with estimate for R & P Services Nottingham Limited IN CREDITORS VOLUNTARY LIQUIDATION

Work category	Original fee estimate			Actual time costs incurred during the Review Period			Total time costs incurred to date		
	Number of hours	Blended hourly rate £ per hour	Total fees £	Number of hours	Average hourly rate £ per hour	Total time costs £	Number of hours	Average hourly rate £ per hour	Total time costs £
Administration (including statutory reporting)	61.00	154.84	9,445.00	5.80	261.38	1,516.00	5.80	261.38	1,516.00
Realisation of Assets	10.50	172.22	3,100.00	6.80	293.16	1,993.50	6.80	293.16	1,993.50
Creditors claims and distribution	9.00	125.00	1,125.00	.40	125.00	50.00	.40	125.00	50.00
Investigations	18.00	172.22	3,100.00	7.10	255.56	1,814.50	7.10	255.56	1,814.50

ANNUAL PROGRESS REPORT OF R & P Services Nottingham Limited - IN CREDITORS' VOLUNTARY LIQUIDATION

Appendix VII

**Expenses summary for period, cumulative & comparison with estimate
for R & P Services Nottingham Limited Limited in Creditors' Voluntary Liquidation**

Below are details of the Joint Liquidators' expenses for the period under review and the total to date.

Expenses	Original expenses estimate £	Actual expenses incurred in the Review Period £	Actual expenses incurred to date £	Reason for any excess (if the expenses are likely to, or have, exceeded the original estimate)
Category Expenses				
Debt collection agency	Nil	2,286	2,286	Non-payment for sale of assets
Advertising	385	231	231	
Bonding	340	70	70	
Postage	Nil	11.42	11.42	
Stationery / Expenses				
Mileage / car usage	Nil	Nil	Nil	

Your Company Tax Return

If we send the company a *Notice* to deliver a Company Tax Return it has to comply by the filing date or we charge a penalty, even if there is no tax to pay.

A return includes a Company Tax Return form, any supplementary pages, accounts, computations and any relevant information. The CT600 Guide tells you how the return must be formatted and delivered. It contains general information you may need to deliver your return, links to more detailed advice and box-by-box guidance for this form and the supplementary pages.

The forms in the CT600 series set out the information we need and provide a standard format for calculations.

Company information

1	Company name	R & P Services Nottingham Limited
2	Company registration number	0 9 1 3 3 6 9 8
3	Tax reference	
4	Type of company	0 3

About this return

This is the above company's return for the period

30	from DD MM YYYY	35	to DD MM YYYY
	0 3 0 1 2 0 1 7		0 2 0 1 2 0 1 8

Put an 'X' in the appropriate box(es) below

40	A repayment is due for this return period
45	Claim or relief affecting an earlier period
50	Making more than one return for this company now
55	This return contains estimated figures
60	Company part of a group that is not small
65	Notice of disclosable avoidance schemes
	Transfer Pricing
70	Compensating adjustment claimed
75	Company qualifies for SME exemption

Accounts and computations

80	I attach accounts and computations for the period to which this return relates
85	I attach accounts and computations for a different period

About this return *continued*

90 If you are not attaching the accounts and computations, say why not

Company In Liquidation

Supplementary pages enclosed

95 Loans and arrangements to participators by close companies – *form CT600A*

100 Controlled foreign companies and foreign permanent establishment exemptions – *form CT600B*

105 Group and consortium – *form CT600C*

110 Insurance – *form CT600D*

115 Charities and Community Amateur Sports Clubs (CASCs) – *form CT600E*

120 Tonnage Tax – *form CT600F*

125 *form CT600G* (not currently used)

130 Cross-border Royalties – *form CT600H*

135 Supplementary charge in respect of ring fence trades – *form CT600I*

140 Disclosure of Tax Avoidance Schemes – *form CT600J*

Tax calculation

Turnover

145 Total turnover from trade

150 Banks, building societies, insurance companies and other financial concerns –
put an 'X' in this box if you do not have a recognised turnover and have not made an entry in box 145

Income

155 Trading profits

160 Trading losses brought forward claimed against profits

165 Net trading profits – *box 155 minus box 160*

170 Bank, building society or other interest, and profits
from non-trading loan relationships

172 Put an 'X' in box 172 if the figure in box 170 is net of
carrying back a deficit from a later accounting period

175 Annual payments not otherwise charged to Corporation Tax
and from which Income Tax has not been deducted

Income *continued*

180	Non-exempt dividends or distributions from non-UK resident companies	.
185	Income from which Income Tax has been deducted	.
190	Income from a property business	.
195	Non-trading gains on intangible fixed assets	.
200	Tonnage Tax profits	.
205	Income not falling under any other heading	.

Chargeable gains

210	Gross chargeable gains	.
215	Allowable losses including losses brought forward	.
220	Net chargeable gains - box 210 minus box 215	.

Profits before deductions and reliefs

225	Losses brought forward against certain investment income	.
230	Non-trade deficits on loan relationships (including interest) and derivative contracts (financial instruments) brought forward	.
235	Profits before other deductions and reliefs - <i>net sum of boxes 165 to 205 and 220 minus sum of boxes 225 and 230</i>	0 .

Deductions and reliefs

240	Losses on unquoted shares	.
245	Management expenses	.
250	UK property business losses for this or previous accounting period	.
255	Capital allowances for the purposes of management of the business	.
260	Non-trade deficits for this accounting period from loan relationships and derivative contracts (financial instruments)	.

Deductions and Reliefs *continued*

265	Non-trading losses on intangible fixed assets	.
275	Total trading losses of this or a later accounting period	.
280	Put an 'X' in box 280 if amounts carried back from later accounting periods are included in box 275	
290	Non-trade capital allowances	.
295	Total of deductions and reliefs – total of boxes 240 to 275 and 290	.
300	Profits before qualifying donations and group relief – box 235 minus box 295	0 .
305	Qualifying donations	.
310	Group relief	.
315	Profits chargeable to Corporation Tax – box 300 minus boxes 305 and 310	0 .
320	Ring fence profits included	.

Tax calculation

Enter how much profit has to be charged and at what rate

	Financial year (yyyy)		Amount of profit		Rate of tax %		Tax
330		335	£	340		345	£ p
		350	£	355		360	£ p
		365	£	370		375	£ p
380	2018	385	£ 0.00	390	19%	395	£ 0.00 p
		400	£	405		410	£ p
		415	£	420		425	£ p

Corporation Tax *total of boxes 345, 360, 375, 395, 410 and 425*

430

0 . 0 0

Marginal relief for ring fence trades

435

0 . 0 0

Corporation Tax chargeable *box 430 minus box 435*

440

0 . 0 0

Reliefs and deductions in terms of tax

445	Community investment relief	.
450	Double taxation relief	.
455	Put an 'X' in box 455 if box 450 includes an underlying Rate relief claim	
460	Put an 'X' in box 460 if box 450 includes any amount carried back from a later period	
465	Advanced Corporation Tax	.
470	Total reliefs and deduction in terms of tax - total of boxes 445, 450 and 465	.

Calculation of tax outstanding or overpaid

475	Net Corporation Tax liability - box 440 minus box 470	0 . 0 0
480	Tax payable on loans and arrangements to participators	.
485	Put an 'X' in box 485 if you completed box A70 in the supplementary pages CT600A	
490	CFC tax payable	.
495	Bank Levy payable	.
500	CFC tax and bank Levy payable - total of box 490 and 495	.
505	Supplementary charge (ring fence trades) payable	.
510	Tax chargeable - total of boxes 475, 480, 500 and 505	0 . 0 0
515	Income Tax deducted from gross income included in profits	0 . 0 0
520	Income Tax repayable to the company	.
525	Self-assessment of tax payable - box 510 minus box 515	0 . 0 0

Tax reconciliation

530	Research and Development credit	.
535	(not currently used)	.
540	Creative tax credit	.
545	Total of Research and Development credit and creative tax credit – <i>total box 530 to 540</i>	.
550	Land remediation tax credit	.
555	Life assurance company tax credit	.
560	Total land remediation and life assurance company tax credit – <i>total box 550 and 555</i>	.
565	Capital allowances first-year tax credit	.
570	Surplus Research and Development credits or creative tax credit payable – <i>box 545 minus box 525</i>	.
575	Land remediation or life assurance company tax credit payable – <i>total of boxes 545 and 560 minus boxes 525 and 570</i>	.
580	Capital allowances first-year tax credit payable – <i>boxes 545, 560 and 565 minus boxes 525, 570 and 575</i>	.
585	Ring fence Corporation Tax included	.
590	Ring fence supplementary charge included	.
595	Tax already paid (and not already repaid)	.
600	Tax outstanding – <i>box 525 minus boxes 545, 560, 565 and 595</i>	0 . 0 0
605	Tax overpaid including surplus or payable credits – <i>total sum of boxes 545, 560, 565 and 595 minus 525</i>	.
610	Group tax refunds surrendered to this company	.
615	Research and Development expenditure credits surrendered to this company	.

Indicators and information

620	Franked investment income	.
625	Number of 51% group companies	
<i>Put an 'X' in the relevant boxes, if in the period, the company:</i>		
630	should have made (whether it has or not) instalment payments under the Corporation Tax (Instalment Payments) Regulations 1998	
635	is within a group payments arrangement for the period	
640	has written down or sold intangible assets	
645	has made cross-border royalty payments	

Information about enhanced expenditure

Research and Development (R&D) or creative enhanced expenditure

650	Put an 'X' in box 650 if the claim is made by a small or medium-sized enterprise (SME), including a SME subcontractor to a large company	
655	Put an 'X' in box 655 if the claim is made by a large company	
660	R&D enhanced expenditure	.
665	Creative enhanced expenditure	.
670	R&D and creative enhanced expenditure total box 660 and 665	.
675	R&D enhanced expenditure of a SME on work sub contracted to it by a large company	.
680	Vaccine research expenditure	.

Land remediation enhanced expenditure

685	Enter the total enhanced expenditure	.
-----	--------------------------------------	---

Information about capital allowances and balancing charges

Allowances and charges in calculation of trading profits and losses

Capital allowances		Balancing charges
Annual investment allowance	690	
Machinery and plant – special rate pool	695	700
Machinery and plant – main pool	705	710
Business premises renovation	715	720
Other allowances and charges	725	730

Allowances and charges not included in calculation of trading profits and losses

Capital allowances		Balancing charges
Annual investment allowance	735	
Business premises renovation	740	745
Other allowances and charges	750	755

Qualifying expenditure

760	Machinery and plant on which first year allowance is claimed	.
765	Designated environmentally friendly machinery and plant	.
770	Machinery and plant on long-life assets and integral features	.
775	Other machinery and plant	.

Losses, deficits and excess amounts

Amount arising

	Amount	Maximum available for surrender as group relief
Losses of trades carried on wholly or partly in the UK	780	785
Losses of trades carried on wholly outside the UK	790	
Non-trade deficits on loan relationships and derivative contracts	795	800
UK property business losses	805	810
Overseas property business losses	815	
Losses from miscellaneous transactions	820	
Capital losses	825	
Non-trading losses on intangible fixed assets	830	835

Excess amounts

	Amount	Maximum available for surrender as group relief
Non-trade capital allowances		840
Qualifying donations		845
Management expenses	850	855

Overpayments and repayments

Small repayments

860 Do not repay sums of . or less.

Read the overpayments and repayments section of the Company Tax Return Guide for specific guidance on when and how to make an entry in this box.

Repayments for the period covered by this return

865	Repayment of Corporation Tax	.
870	Repayment of Income Tax	.
875	Payable Research and Development tax credit	.
880	Payable Research and Development expenditure credit	.
885	Payable creative tax credit	.
890	Payable land remediation or life assurance company tax credit	.
895	Payable capital allowances first-year tax credit	.

Surrender of tax refund within group

Including surrenders under the Instalment Payments Regulations.

900	The following amount is to be surrendered	.
	Put an 'X' in the appropriate box(es) below	
	the joint Notice is attached	905
	or	
	will follow	910
915	Please stop repayment of the following amount until we send you the Notice	.

Bank details (for person to whom a repayment is to be made)

920 Name of bank or building society

925 Branch sort code

930 Account number

935 Name of account

940 Building society reference

Payments to a person other than the company

945 Complete the authority below if you want the repayment to be made to a person other than the company
I, as (enter status – company secretary, treasurer, liquidator or authorised agent, etc.)

950 of (enter company name)

955 authorise (enter name)

960 of address (enter address)

965 Nominee reference

to receive payment on company's behalf

970 Name

Declaration

Declaration

I declare that the information I have given on this Company Tax Return and any supplementary pages is correct and complete to the best of my knowledge and belief.

I understand that giving false information in the return, or concealing any part of the company's profits or tax payable, can lead to both the company and me being prosecuted.

975 Name

Richard A B Saville

980 Date DD MM YYYY

2 9 0 3 2 0 1 8

985 Status

Joint Liquidator