

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

# S.94

Pursuant to Section 94 of the Insolvency Act 1986

To the Registrar of Companies

Company Number

08155863

Name of Company

(a) Insert full name of company

(a) David Scott Safety Consultancy Ltd

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

I/We (b)

Deborah Ann Cockerton  
Of DCA Business Recovery LLP  
2 Nelson Street  
Southend on Sea  
Essex  
SS1 1EF

(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

1 give notice that a general meeting of the company was duly (c) ~~held on~~ / [summoned for] (d) 21 April 2016 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 was done accordingly]~~ / [no quorum was present at the meeting].

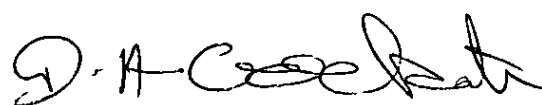
The meeting was held at (f) 2 Nelson Street, Southend on Sea, Essex SS1 1EF

The report covers the period from (d) 28 July 2015 (commencement of winding up) to (d) 21 April 2016 (close of winding up)

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

"There was no resolution passed against the Liquidator receiving her release "

Signed



Date

21/04/16

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

Deborah Ann Cockerton  
DCA Business Recovery LLP  
2 Nelson Street  
Southend on Sea  
Essex  
SS1 1EF

THURSDAY  
SATU

A04 12/05/2016 #299  
COMPANIES HOUSE

A05 23/04/2016 #289  
COMPANIES HOUSE

## **David Scott Safety Consultancy Ltd ("the Company ") – In Members' Voluntary Liquidation**

### **Liquidator's Final Report to Members**

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

Since appointment I have sent notices to Companies House and advertised the liquidation in the London Gazette. I have been corresponding with the company bank to realise funds and reclaimed all necessary VAT. I have gained all clearance on this case from H M Revenue and Customs.

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

My Receipts & Payments Account for the period from 28 July 2015 to 9 March 2016 is attached at Appendix 1.

#### **ASSETS**

##### **Cash at Bank**

The Declaration of Solvency expected that £1,680 would be realised in respect of cash at bank and the sum of £1,583.82 was received.

##### **Other Assets**

The shortfall amount was received from David Scott, the Director of the company, in the sum of £96.18.

There has also been net bank interest of £0.40 received in the period of this report.

#### **LIABILITIES**

##### **Secured Creditors**

An examination of the Company's mortgage register held by the Registrar of Companies showed that the Company has no current charges over its assets.

##### **Preferential Creditors**

The Declaration of Solvency did not anticipate any preferential creditor claims and none have been received.

##### **Crown Creditors**

The Declaration of Solvency did not anticipate that there was any money owed to HMRC, and no claims have been received.

##### **Non-preferential unsecured Creditors**

The Declaration of Solvency did not anticipate that any sums would be due to non-preferential, unsecured creditors, and none have been received.

#### **DIVIDENDS**

All creditors have been paid in full (together with statutory interest), and the following distributions have been made to the members:

<b>Date</b>	<b>Amount distribution</b>	<b>Rate of distribution per share</b>
08/03/2016	£47.07	47.07

## LIQUIDATOR'S REMUNERATION

My remuneration was previously authorised by members at a meeting held on 28 July 2015 to be drawn on a time cost basis fixed at £1,400 plus VAT. My total time costs to 9 March 2016 amount to £2,577 representing 17 10 hours work at an average hourly rate of £150 70 plus VAT per hour.

I have drawn £1,400 plus VAT to date.

A schedule of my time costs incurred to date is attached as Appendix 2.

A description of the routine work undertaken since 28 July 2015 is as follows:

- 1 Administration and Planning
  - Preparing the documentation and dealing with the formalities of appointment
  - Statutory notifications and advertising
  - Preparing documentation required
  - Dealing with all routine correspondence
  - Maintaining physical case files and electronic case details on Vision Blue Solutions
  - Review and storage
  - Preparing reports to members
  - Case bordereau
  - Case planning and administration
- 2 Cashiering
  - Maintaining and managing the Liquidator's cashbook and bank account
  - Ensuring statutory lodgements and tax lodgement obligations are met
- 3 Realisation of Assets
  - Liaising with the Company's bank regarding the closure of the account
  - Corresponding with the bank and requesting a refund of the charges held on the company account

In addition to the routine work above, I have spent additional time as follows:

A copy of 'A Members' Guide to Liquidators' Fees', is available at the link <http://www.dcabr.co.uk/business-advice-guides>. A hard copy can be obtained on request from the address below. An explanatory note which shows this firm's fee policy is attached.

## LIQUIDATOR'S EXPENSES

My expenses to 9 March 2016 amount to £249 86. I have drawn £233 33 to date.

The following expenses have been incurred but have not yet been paid:

Type of Expense	Amount Incurred/accrued to date	Amount still to be paid
Insolvency Bond	£18 00	£16 53

The choice of professionals used was based on my perception of their experience and ability to perform this type of work, the complexity and nature of the assignment and the basis of my fee arrangement with them. I have reviewed the fees charged and am satisfied that they are reasonable in the circumstances of this case.

## SUMMARY


The winding up of the Company is now for all practical purposes complete and I am able to summon a final meeting of the Company's members on 21 April 2016 to receive my final report and to then obtain my release as Liquidator. A formal notice convening the meeting of creditors is enclosed with this report.

Members should note that when I obtain my release as Liquidator, upon filing a final return at Companies House following the final meeting of members, my case files are placed in storage thereafter. If members have any queries they are asked to contact Laura Kenna on 01702 344558 before the meeting is held.

At DCA Business Recovery LLP we always strive to provide a professional and efficient service. However, we recognise that it is in the nature of insolvency proceedings for disputes to arise from time to time. As such, should you have any comments or complaints regarding the administration of this case, then in the first instance you should contact me at the address given in this letter.

If you consider that I have not dealt with your comments or complaint appropriately you, then put details of your concerns in writing to our complaints officer Deborah Cockerton at 2 Nelson Street, Southend on Sea, Essex SS1 1EF. This will formally invoke our complaints procedure and we will endeavour to deal with your complaint.

Most disputes can be resolved amicably either through the provision of further information or following negotiations. However, in the event that you have exhausted our complaints procedure and you are not satisfied that your complaint has been resolved or dealt with appropriately, you may complain to the regulatory body that licences the insolvency practitioner concerned. Any such complaints should be addressed to The Insolvency Service, IP Complaints, 3rd Floor, 1 City Walk, Leeds, LS11 9DA, and you can make a submission using an on-line form available at [www.gov.uk/complain-about-insolvency-practitioner](http://www.gov.uk/complain-about-insolvency-practitioner), or you can email [insolvency.enquiryline@insolvency.gsi.gov.uk](mailto:insolvency.enquiryline@insolvency.gsi.gov.uk), or you may phone 0300 678 0015 - calls are charged at up to 9p per minute from a land line, or for mobiles, between 8p and 40p per minute if you're calling from the UK.



**Deborah Ann Cockerton MABRP MIPA**  
**Liquidator**

Enc

## APPENDIX 2

### Analysis of Liquidator's Time Costs

In accordance with the Statement of Insolvency Practice No 9, creditors are advised that -

- 1 The basis of the fees to be taken by the Liquidator was approved at the Meeting of Creditors held 28 July 2015. It was resolved that such fees be paid on a time cost basis. This firm's standard insolvency rates with effect from 1st April 2014 are as stated below. For periods prior to this date lower rates will have applied. All rates are exclusive of valued added tax.

GRADE	Hourly rate from 15 <sup>th</sup> October 2015 £	Hourly rate from 1st April 2014 £
Partner	350	350
Senior Manager	275	275
Manager	250	250
Senior Administrator (Grade 1)	225	225
Senior Administrator (Grade 2)	-	200
Administrator (Grade 1)	175	175
Administrator (Grade 2)	-	150
Administrator (Grade 3)	-	110
Cashier	150	-
Support Staff	130	-

- 2 The total hours expended by the Liquidator and all staff involved with the case during the period 28 July 2015 to 9 March 2016 is 17 10 hours. The Liquidator has ensured that during each period the appropriate member of staff has undertaken the different tasks involved taking into account the complexity of the task and the qualifications and experience of the person involved.
- 3 The charge out value of the period 28 July 2015 to 9 March 2016 is £2,577 plus VAT, an average of £150.70 plus VAT per hour for this period. The Liquidator has been paid the sum of £1,400 plus VAT on account of time costs incurred during this period. This equates to an average of £81.87 plus vat per hour for this period.
- 4 A general analysis of the time incurred during the period 28 July 2015 to 9 March 2016 confirms that work has been undertaken in the following areas -

HOURS						Time Costs Incurred	Average Hourly Rate
Classification of Work	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours		
Administration and Planning	2 80			14 20	17 0	£2,542.00	£149.53
Investigations							
Realisation of Assets							
Trading							
Creditors	0 10				0 10	£35.00	£350.00
Case Specific Matters							
<b>Total</b>	<b>2 90</b>			<b>14 20</b>	<b>17 10</b>	<b>£2,577.00</b>	<b>£150.70</b>

Re David Scott Safety Consultancy Ltd  
MEMBERS VOLUNTARY LIQUIDATION

LIQUIDATOR'S RECEIPTS AND PAYMENTS ACCOUNT  
FOR THE PERIOD 28 07 2015 TO 09 03 2016

Estimated  
Realisations  
per Declaration of Solvency

1,680 00

-

1,680 00

First  
Year Ended  
09 03 2016

RECEIPTS

Cash at Bank

1,583 82

Shortfall from Director

96 18

Net Bank Interest

0 40

1 680 40

PAYMENTS

Insolvency Bond

3 47

Statutory Advertising

229 86

Liquidator's Fees

1,400 00

Final Dividend (£47 07 in the £)

47 07

1,680 40