

LIQ03

Notice of progress report in voluntary winding up



Companies House

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COMPANIES HOUSE

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1 Company details

Company number 0 1 3 6 2 8 7 5

Company name in full J. & S. Lewis Limited

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

2 Liquidator's name

Full forename(s) Steven

Surname Muncaster

3 Liquidator's address

Building name/number The Chancery

Street 58 Spring Gardens

Post town Manchester

County/Region

Postcode M 2 1 E W

Country

4 Liquidator's name

Full forename(s) Sarah Helen

Surname Bell

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

5 Liquidator's address

Building name/number The Chancery

Street 58 Spring Gardens

Post town Manchester

County/Region



Postcode M 2 1 E W

Country

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	1	m	1	y	2	y	0	y	1	y	6	
To date	d	0	d	5	m	1	m	1	y	2	y	0	y	1	y	7	
7	Progress report																
<input type="checkbox"/> The progress report is attached																	
8	Sign and date																
Liquidator's signature	Signature  																
Signature date	d	1	d	4	m	1	m	2	y	2	y	0	y	1	y	7	

Progress Report to Creditors

14 December 2017

**J. & S. Lewis Limited
(In Creditors' Voluntary
Liquidation)**

*Joint Liquidators' Progress Report to Creditors
For the period from 6 November 2016 to 5 November 2017*

Duff & Phelps Ltd.
The Chancery
58 Spring Gardens
Manchester
M2 1EW

Definitions

Word or Phrase	Definition
the Act	The Insolvency Act 1986 (as amended)
the Appointment Date	6 November 2015, being the date of appointment of the Joint Liquidators
the Bank / the Secured Creditor	Barclays Bank Plc, with whom the Company banked and the holder of a fixed and floating charge over the Company's assets
Category 2 Disbursements	The Joint Liquidators' internal costs and expenses in dealing with the Liquidation
the Company	J. & S. Lewis Limited (In Creditors' Voluntary Liquidation) (Company Number: 01362875)
DBEIS	The Department for Business, Energy & Industrial Strategy
the Directors	James Lewis and Stephen Lewis, the Directors of the Company
HMRC	HM Revenue and Customs
the Joint Liquidators	Steven Muncaster and Sarah Bell of Duff & Phelps Ltd. The Chancery, 58 Spring Gardens, Manchester, M2 1EW
Prescribed Part	Pursuant to Section 176A of the Act, where a floating charge is created after 15 September 2003, a designated amount of the Company's net property (floating charge assets less costs of realisation) shall be made available to non-preferential creditors
the Previous Progress Report	The Joint Liquidators' Progress Report to Creditors dated 14 December 2016
the Reporting Period	The period from 6 November 2016 to 5 November 2017
the Rules	The Insolvency Rules 2016 (as amended)
SIP 9	Statement of Insolvency Practice 9 – Industry Best Practice for Insolvency Practitioners in relation to disclosure of remuneration and disbursements
SOA	Statement of Affairs, documentation supplied by the Director outlining the Company's financial position as at the Appointment Date

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1. Introduction
2. Progress of the Liquidation
3. Investigations
4. Liabilities and Dividends
5. Costs and Expenses
6. Joint Liquidators' Receipts and Payments Account
7. Creditors' Rights
8. Conclusion

Appendices

1. Analysis of Time Charged and Expenses Incurred
2. The Joint Liquidators' Receipts and Payments Account
3. Statement of Creditors' Rights

1. Introduction

- 1.1 The purpose of this progress report is to detail the Joint Liquidators' acts and dealings together with the conduct of the Liquidation during the Reporting Period.
- 1.2 This report should be read in conjunction with the Previous Progress Report.

2. Progress of the Liquidation

- 2.1 The manner in which the affairs and business of the Company have been managed are set out below:

Administration Surplus

- 2.2 As previously advised, the Company's assets were realised in full in the Administration.
- 2.3 As at the Appointment Date, there was a cash balance of £404,580 held in the Administration estate account.
- 2.4 This balance was transferred in full into the Liquidation estate account following the appointment of the Joint Liquidators.

Dividend Refund

- 2.5 Following payment of the first distribution to non-preferential creditors, it became apparent that HMRC had submitted an incorrect claim resulting in an overpayment of £23,506.
- 2.6 The Joint Liquidators informed HMRC and requested a refund of these monies, which were subsequently received in full on 16 September 2016.
- 2.7 These monies were then redistributed to the non-preferential creditors on 6 October 2016, by way of third dividend.

Bank Interest Gross

- 2.8 Nominal bank interest was received during the Reporting Period
- 2.9 A total of £45 has been received since the Appointment Date

Other Assets

- 2.10 There are no other known assets to be realised for the benefit of the Liquidation estate.

3. Investigations

- 3.1 The Joint Liquidators' investigations into the Company's affairs are complete.
- 3.2 The Joint Liquidators have complied with their statutory obligation to file a report with DBEIS concerning the conduct of the Directors of the Company that served in the three years prior to the Joint Liquidators' appointment. The content of this report is confidential
- 3.3 There are no outstanding lines of enquiry.

4. Liabilities and Dividends

Secured Creditors

- 4.1 The Company granted a debenture to the Bank on 2 August 2011, in respect of an overdraft and loan facility. It was established in the preceding Administration that the liability to the Bank was £529,246.
- 4.2 The liability to the Bank was repaid in full during the Administration, by way of a first and final distribution.

Preferential Creditors

- 4.3 Preferential claims in the total sum of £11,556 were received during the Administration
- 4.4 A dividend of 100p in the pound was paid to preferential creditors during the Administration.

Prescribed Part

- 4.5 As detailed above, the Bank was repaid in full during the Administration and consequently the provisions of the Prescribed Part are not applicable.

Non-Preferential Creditors

- 4.6 According to the SOA, non-preferential creditors total £527,675 and claims received to date total £998,068.
- 4.7 Prior to the Reporting Period three distributions were made to non-preferential creditors totalling £383,985.
- 4.8 During the Reporting Period, a fourth and final distribution has been made to non-preferential creditors in the total sum of £2,397.
- 4.9 To date, total distributions of £386,397 have been paid to non-preferential creditors, representing a total dividend of 38p in the pound on agreed claims
- 4.10 There are insufficient funds to enable any further dividend payments to non-preferential creditors

5. Costs and Expenses

- 5.1 A meeting of creditors was held by correspondence on 8 July 2016 at which the Joint Liquidators' remuneration was fixed on the basis of time properly charged, to be capped at £23,652.
- 5.2 The time costs charged in the Reporting Period and since the Appointment Date are analysed at Appendix 1.
- 5.3 The time costs incurred by the Joint Liquidators during the Reporting Period total £7,930 representing 39 hours, at an average hourly charge out rate of £203.
- 5.4 In accordance with SIP 9 the Joint Liquidators have provided creditors with additional information regarding major areas of time incurred during the Reporting Period as detailed overleaf

- Time costs of £2,832 have been incurred under the heading Statutory Matters (Meetings, Reports and Notices). This relates to the time spent drafting and issuing notices to creditors, as well as dealing with all other statutory requirements of the Liquidation.
- Time costs of £1,383 have been incurred under the heading Cashiering & Accounting. This relates to time spent recording receipts into the Liquidation account and paying outstanding expenses incurred during the Liquidation as well as raising payment of the non-preferential dividend.
- Time costs of £1,321 have been incurred under the heading Communications with Creditors/Employees. This relates to time spent liaising with creditors regarding their claims and the progress of the Administration in general.
- Time costs of £870 have been incurred under the heading Case Review & Case Diary Management. This relates to time spent maintaining the Liquidation working files, completing ongoing case reviews as required by the Joint Liquidators' authorising body and ensuring that all statutory requirements have and are being met.

5.5 The sum of £15,000 has been drawn to date in respect of the Joint Liquidators' remuneration.

5.6 No expenses have been incurred by the Joint Liquidators during the Reporting Period.

5.7 The Joint Liquidators' disbursements are also detailed at Appendix 1

6. Joint Liquidators' Receipts and Payments Account

6.1 A detailed Receipts and Payments Account for the Reporting Period is shown in Appendix 2.

6.2 As at the end of the Reporting Period, there was a cash balance of £2,072

7. Creditors' Rights

7.1 Information regarding the fees and disbursements of Liquidators, including the rights to challenge such costs, are attached at Appendix 3.

8. Conclusion

8.1 Creditors will receive formal reports annually until the conclusion of the Liquidation

8.2 It is expected that all outstanding matters will be dealt with prior to the next anniversary of the Liquidation. Consequently, the next report to creditors will be the Joint Liquidators' final report

8.3 In the meantime, if you require any further information please contact Sehnla Patel of this office



Steven Muncaster
Joint Liquidator

Appendix 1

Analysis of Time Charged and Expenses Incurred

56010 J. & S. LEWIS LIMITED

ANALYSIS OF LIQUIDATORS TIME COSTS FOR THE PERIOD 06/11/2016 to 05/11/2017

CVL-Creditors Vol Liquidation - Post Appt.

Classification of Work Function	Hours					Total Hours	Time Cost £	Avg Hourly Rate £
	Managing Director	Manager	Senior	Assistant	Support			
Administration and Planning								
Case Review & Case Diary Management	0.60	0.50	0.00	1.90	0.00	3.00	870.00	290.00
Cashiering & Accounting	0.00	0.00	1.60	4.80	0.00	6.40	1,383.00	216.09
Statutory Matters (Meetings, Reports & Notices)	0.00	1.75	1.00	9.40	0.00	12.15	2,832.00	233.09
Strategy, Planning & Control	0.00	0.60	0.00	0.00	0.00	0.60	258.00	430.00
Tax Compliance / Planning	0.00	0.00	0.00	1.60	0.00	1.60	456.00	285.00
Creditors								
Communications with Creditors / Employees	0.00	0.00	0.00	10.75	0.00	10.75	1,320.75	122.86
Non-Preferential Creditor Claims Adjudication & Di	0.00	0.00	0.00	3.70	0.00	3.70	666.00	180.00
Realisation of Assets								
Book Debts	0.00	0.00	0.00	0.80	0.00	0.80	144.00	180.00
Total Hours:	0.60	2.85	2.60	32.95	0.00	39.00		203.33
Total Fees Claimed: £	318.00	1,203.00	818.00	5,590.75	0.00		7,929.75	

56010 J. & S. LEWIS LIMITED
ANALYSIS OF LIQUIDATORS TIME COSTS FOR THE PERIOD 06/11/2015 to 05/11/2017

CVL-Creditors Vol Liquidation - Post Appt.

Classification of Work Function	Hours					Total Hours	Time Cost £	Avg Hourly Rate £
	Managing Director	Manager	Senior	Assistant	Support			
Administration and Planning								
Case Review & Case Diary Management	0.60	4.75	0.00	9.20	0.00	14.55	3,352.25	230.40
Cashiering & Accounting	0.00	0.50	6.50	13.10	0.00	20.10	4,810.50	239.33
Dealings with Directors & Management	0.00	1.25	0.00	1.50	0.00	2.75	591.25	215.00
IPS Set Up & Maintenance	0.00	0.00	0.00	2.30	0.00	2.30	264.50	115.00
Statutory Matters (Meetings, Reports & Notices)	0.40	15.45	1.00	16.45	0.00	33.30	8,656.75	259.96
Strategy, Planning & Control	0.00	0.60	0.00	2.70	0.00	3.30	653.00	197.88
Tax Compliance / Planning	0.00	1.30	0.00	4.65	0.00	5.95	1,307.25	219.71
Creditors								
Communications with Creditors / Employees	0.00	1.25	0.00	21.95	0.00	23.20	3,122.00	134.57
Non-Preferential Creditor Claims Adjudication & Distribution	0.00	13.35	0.00	41.60	0.00	54.95	11,355.25	206.65
Non-Preferential Creditors / Employee Claims Handl	0.00	0.00	0.00	9.60	0.00	9.60	1,357.50	141.41
Preferential Claims Adjudication & Distribution	0.00	0.00	0.00	1.20	0.00	1.20	138.00	115.00
Investigations								
CDDA Reports & Communication	0.00	0.50	0.00	3.65	0.00	4.15	587.25	141.51
Realisation of Assets								
Book Debts	0.00	0.35	0.00	0.80	0.00	1.15	261.25	227.17
Total Hours:	1.00	39.30	7.50	128.70	0.00	176.50		206.55
Total Fees Claimed: £	530.00	14,023.75	2,486.00	19,417.00	0.00		36,456.75	

J. & S. Lewis Limited (In Liquidation)
Joint Liquidators' Disbursements

Category 1	Reporting Period	
	Incurred	Amount Paid
	(£)	(£)
Storage Costs	162.50	162.50
Bank Charges	10.58	10.58
TOTAL	<u>£173.08</u>	<u>£173.08</u>

The above costs exclude VAT

No Category 2 disbursements were incurred during the period

Appendix 2

Joint Liquidators' Receipts and Payments Account

J. & S. Lewis Limited
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments

Statement of Affairs £	From 06/11/2016 To 05/11/2017 £	From 06/11/2015 To 05/11/2017 £
ASSET REALISATIONS		
Administration Surplus	NIL	404,579.87
Dividend refund	NIL	23,505.87
Bank Interest Gross	0.36	45.39
	<u>0.36</u>	<u>428,131.13</u>
COST OF REALISATIONS		
Joint Liquidators' Remuneration	NIL	15,000.00
Joint Administrators' Remuneration	NIL	13,000.00
Accountants Fees	NIL	3,850.00
Consultancy - Pensions Advice	NIL	750.00
Storage Costs	162.50	182.50
Statutory Advertising	NIL	253.80
Bank Charges	10.58	18.66
	<u>(173.08)</u>	<u>(33,054.96)</u>
UNSECURED CREDITORS		
Non-Pref Dividend 29.21p in the £	NIL	299,988.40
Non-Preferential Dividend 0.0025p/£	2,396.89	2,396.89
HMRC Tax and NI Deductions	NIL	14.80
Non-Pref Dividend 6.2p in the £	NIL	58,997.60
Non-Pref Dividend 2.63p in the £	NIL	24,999.20
	<u>(2,396.89)</u>	<u>(386,396.89)</u>
	<u>(2,569.61)</u>	<u>8,679.28</u>
REPRESENTED BY		
VAT receivable		6,607.26
Floating/main current account		2,064.18
Dividend account		7.84
		<u>8,679.28</u>

Appendix 3

Statement of Creditors' Rights

STATEMENT OF CREDITORS' RIGHTS

Information for creditors on remuneration and disbursements of Liquidators

Information regarding the fees and disbursements of Liquidators, including details of the Duff & Phelps' disbursements policy and hourly charge out rates for each grade of staff that may undertake work on this case, is in a document called "A Creditors' Guide to Liquidators' Fees". This can be viewed and downloaded from the Joint Liquidators' website at <http://www.duffandphelps.com/uk-restructuring/creditor-guides> (click on the document 'Liquidation (appointment from 1 October 2015)'). Should you require a copy, please contact this office.

Creditors have the right to request information from the office-holder under rule 18.9

A secured creditor, a non-preferential creditor with the concurrence of at least 5% in value of the non-preferential creditors (including the creditor in question) or any non-preferential creditor with the permission of the court may make a written request to the office-holder for further information concerning remuneration or expenses. Such a request must be made within 21 days of receipt of this report and a response will be provided within 14 days of receipt of the request.

Creditors have recourse to court, application to be made within 21 days of the office-holder giving reasons for not providing all the information requested or the expiry of the 14 days within which an office-holder must respond to a request.

Creditors have the right to challenge the office-holder's remuneration and expenses under rule 18.34

A secured creditor, a non-preferential creditor with the concurrence of at least 10% in value of the non-preferential creditors (including that creditor) or any non-preferential creditor with the permission of the court, may make an application to court on the grounds that the remuneration charged or expenses incurred are excessive and/or that the basis fixed for the office-holder's remuneration is inappropriate. The application to court must be made no later than eight weeks after receipt of the Progress Report where the charging of the remuneration or the incurring of expenses in question occurs.

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	Jamie.Maddox
Company name	Duff & Phelps Ltd.
Address	The Chancery
	58 Spring Gardens
Post town	Manchester M2 1EW
County/Region	
Postcode	
Country	
DX	
Telephone	+44 (0) 20 7089 4700



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