

# LIQ03

## Notice of progress report in voluntary winding up



Companies House

THURSDAY



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A16

23/01/2020

#317

COMPANIES HOUSE

### 1 Company details

Company number 0 2 7 6 6 5 7 8

Company name in full G.R. Atkinson Limited t/a Brand Reaction

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

### 2 Liquidator's name

Full forename(s) Paul Weber ACA FCCA

Surname FABRP

### 3 Liquidator's address

Building name/number Brentmead House

Street Britannia Road

Post town London

County/Region

Postcode N 1 2 9 R U

Country

### 4 Liquidator's name ①

Full forename(s) Martin Henry Linton FCA FABRP

Surname MIPA

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

### 5 Liquidator's address ②

Building name/number Brentmead House

Street Britannia Road

Post town London

County/Region

Postcode N 1 2 9 R U

Country

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

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**6** Period of progress report

From date	<sup>d</sup> 0	<sup>d</sup> 3	<sup>m</sup> 0	<sup>m</sup> 1	<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> 2	<sup>m</sup> 0	<sup>m</sup> 1	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 2	<sup>y</sup> 0

**7** Progress report

☒ The progress report is attached

**8** Sign and date

Liquidator's signature

Signature

X



X

Signature date

<sup>d</sup> 2	<sup>d</sup> 2	<sup>m</sup> 0	<sup>m</sup> 1	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 2	<sup>y</sup> 0
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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 **Paul Weber ACA FCCA FABRP**

Company name **Leigh Adams Limited**

Address **Brentmead House**

**Britannia Road**

Post town **London**

County/Region

Postcode **N 1 2 9 R U**

Country

Px

Telephone **Tel:020-8446-6767**

**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)**

**G.R. Atkinson Limited t/a Brand Reaction**  
**(In Liquidation)**  
**Joint Liquidators' Summary of Receipts & Payments**

Statement of Affairs £		From 03/01/2019 To 02/01/2020 £	From 03/01/2019 To 02/01/2020 £
	<b>ASSET REALISATIONS</b>		
65,078.00	Book Debts	66,206.86	66,206.86
2,000.00	Fixtures and Fittings	1,600.00	1,600.00
	Goodwill	3,000.00	3,000.00
	Rates refund	1,032.29	1,032.29
		<u>71,839.15</u>	<u>71,839.15</u>
	<b>COST OF REALISATIONS</b>		
	Accountancy Fee	4,100.00	4,100.00
	Debt Collection Fee	4,720.62	4,720.62
	Specific Bond	580.00	580.00
		<u>(9,400.62)</u>	<u>(9,400.62)</u>
	<b>PREFERENTIAL CREDITORS</b>		
Uncertain	Employees Holiday Pay	NIL	NIL
(1,600.00)	Employees Wage Arrears	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
	<b>FLOATING CHARGE CREDITORS</b>		
(6,929.86)	HSBC Bank Plc	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
	<b>UNSECURED CREDITORS</b>		
(447.00)	Director's Current Account	NIL	NIL
Uncertain	Employees other claims	NIL	NIL
(19,680.71)	Employees Wage Arrears	NIL	NIL
(23,869.00)	H M Revenue & Customs - Corporatio	NIL	NIL
(32,026.28)	H M Revenue & Customs - PAYE/NI	NIL	NIL
(5,805.83)	H M Revenue & Customs - VAT	NIL	NIL
Uncertain	Redundancy Payments Service	NIL	NIL
(181,393.18)	Trade & Expense Creditors	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
	<b>DISTRIBUTIONS</b>		
(10.00)	Ordinary Shareholders	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
<b>(204,683.86)</b>		<b>62,438.53</b>	<b>62,438.53</b>
	<b>REPRESENTED BY</b>		
	Estate Bank A/c - Non interest bearing		62,758.53
	VAT Payable		(320.00)
			<u>62,438.53</u>



Paul Weber ACA FCCA FABRP  
Joint Liquidator



**LEIGH ADAMS**

CHARTERED ACCOUNTANTS &

LICENSED INSOLVENCY PRACTITIONERS IN THE UK

2nd Floor Brentmead House Britannia Road

North Finchley London N12 9RU

T: 020 8446 6767 F: 020 8446 6864

E: [mail@leighadams.co.uk](mailto:mail@leighadams.co.uk) W: [www.leighadams.co.uk](http://www.leighadams.co.uk)

**TO ALL KNOWN CREDITORS**

22<sup>nd</sup> January 2020

Our Ref: PAW/ZD/G2114/S

Dear Sirs

**G. R. ATKINSON LIMITED T/A BRAND REACTION - IN CREDITORS' VOLUNTARY LIQUIDATION**

I refer to my previous correspondence and now wish to seek creditor approval for my remuneration.

Accordingly, I enclose the following:-

1. Copy of my annual progress report;
2. *Notice of resolution by correspondence*;
3. Proof of Debt form - please complete if not submitted already for you to vote.

Please would you return the notice and proof if appropriate by 11<sup>th</sup> February 2020 in order that I may draw such a sum.

Please telephone me if you have any queries regarding this matter.

Yours faithfully

**Paul Weber ACA FCCA FABRP**  
**Joint Liquidator**



Leigh Adams Limited (trading as Leigh Adams) registered in England and Wales (Company No 9035654) and is regulated by the Institute of Chartered Accountants in England and Wales



The Principals of this practice are licensed as Insolvency Practitioners by the Institute of Chartered Accountants in England & Wales



Directors  
Martin H Linton FCA FABRP MIPA  
Paul Weber BSc ACA FCCA FABRP

## **G.R. ATKINSON LIMITED T/A BRAND REACTION – IN CREDITORS' VOLUNTARY LIQUIDATION JOINT LIQUIDATORS' FORST ANNUAL PROGRESS REPORT TO MEMBERS AND CREDITORS**

### **STATUTORY INFORMATION**

Company name:	G. R. Atkinson Limited t/a Brand Reaction
Company number:	02766578
Trading address:	302 Light Bulb, 1 Filament Walk, London SW18 4GQ
Registered office:	Brentmead House, Britannia Road, London N12 9RU
Former registered office:	Fairway House, Links Business Park, St Mellons, Cardiff CF3 0LT
Principal trading activity:	Advertising Agency
Joint Liquidators' names:	Martin Linton FCA FABRP MIPA Paul Weber ACA FCCA FABRP
Joint Liquidators' address:	Brentmead House, Britannia Road, London N12 9RU
Liquidators' date of appointment:	2 <sup>nd</sup> January 2019
Actions of Joint Liquidator	Any act required or authorised under any enactment to be done by a Liquidator may be done by either or both of the Liquidators acting jointly or alone.

### **JOINT LIQUIDATORS' ACTIONS SINCE APPOINTMENT**

Following my appointment I carried out the following specific work:-

- Liaised with former internal accountant regarding collecting book debts and assisting regarding me to obtaining an accurate H M Revenue & Customs claim as there will be a dividend to unsecured creditors in this case.
- Liaised with the largest creditor regarding various matters he wished to investigate which are referred in the investigation section of the report.
- Liaising with our asset valuer regarding the sale of fixtures and fittings and goodwill to ensure the assets were paid in a timely manner as per the sale agreement.
- Instructing former accountants to prepare cessation accounts which will assist in explanation of loss in final period and file requisite returns to obtain H M Revenue & Customs claim;
- Liaised with HSBC Bank regarding keeping the bank account open to allow the final debt to pay but due to an error by HSBC Bank Plc the account was closed against our instruction. This lead to several months delay before the debtor eventually paid.
- Dealing with Pension provider.
- Dealing with Landlord regarding surrender of the lease.

There is certain other work that I am required by the insolvency legislation to undertake work in connection with the liquidation that provides no financial benefit for the creditors. A description of the routine work undertaken since my appointment as Joint Liquidator is contained in Appendix no. 1.

### **RECEIPTS AND PAYMENTS ACCOUNT**

My Receipts & Payments Account for the period from 2<sup>nd</sup> January 2019 to 1<sup>st</sup> January 2020 is attached.

### **ASSET REALISATIONS**

#### Fixtures and Fittings

Book value: £2,000  
Estimated to realize: NIL

The above assets have been professionally valued and were sold to Brand Reaction Limited in accordance with Foulds Ingham Associates Limited valuation.

#### Goodwill - £2,400

A sale of £3,000 has been agreed to the purchaser by way of 10 monthly instalments. The last payment is due by 31<sup>st</sup> December 2019 which is being collected by Foulds Ingham Associates Limited.

#### Book Debts

Book value: £65,078  
Estimated to realize: £64,766.86

In the Statement of Affairs it was estimated that the outstanding trade debtors would realise £65,078. I confirm that £64,767 has proved to be realizable, following the assistance of the former accountant who I instructed to assist me in this respect.

#### Rates refund - £1,032.29

The above sum has been received from Wandsworth Council representing a credit in the company's account.

### **LIABILITIES**

#### Secured Creditors

An examination of the Company's mortgage register held by the Registrar of Companies, showed that HSBC Bank Plc held a fixed and floating charge dated 8<sup>th</sup> November 1994.

The legislation requires that if the Company has created a floating charge after 15 September 2003, a prescribed part of the Company's net property (i.e. the money that would otherwise be available to the charge holder) should be ring-fenced for distribution to unsecured creditors. In this case there were no creditors secured by a floating charge such that the prescribed part provisions do not apply. This has now been discharged by HSBC Bank Plc following receipts of the debtors' monies.

#### Preferential Creditors

It was uncertain in the Statement of Affairs as to the amount which would be payable to former employees by the Redundancy Payments Office ("RPO") under the Employment Rights Act 1996. I can confirm I have received a preferential claim of £7,078.33. This has been received by them in which I am in the process of agreeing.

#### Crown Creditors

The Statement of Affairs included £61,701.11 owed to HMRC in respect of Corporation Tax, VAT and PAYE/NI liabilities. HMRC's integrated claim of £85,552.44 has been received on 25<sup>th</sup> February 2019, which is estimated. This should be reduced by £23,869 being the amount due to be offset by a trading loss in the final period. However, I also requested the final VAT return be submitted by the former accountants to reduce this further.

#### Non - Preferential Unsecured Creditors

The Statement of Affairs included 26 non-Crown unsecured creditors with an estimated total liability of £181,393.18. I have received claims from 7 creditors at a total of £168,120.54. I have not received claims from 19 creditors with original estimated claims in the Statement of Affairs of £45,876.60. Two claims

amounting to £13,840.10 have been also received from 2 creditors which were not included in the original estimated Statement of Affairs.

## DIVIDENDS

I envisage payment dividend to non-preferential unsecured creditors once all claims have been agreed, in particular once the HMRC claim has been finalised which I estimate as follows:-

	£	£
Balance per receipts and payments account		62,438.53
Less Leigh Adams fees		
Less Leigh Adams disbursements	(30,000.00)	
Less FIA fees	(852.35)	
Less Preferential claims	(300.00)	
	<u>(7,078.33)</u>	
Amount available to distribute (A)		<u>(28,230.68)</u>
		<u>24,207.85</u>
Unsecured creditors' claims paid on claim recovered to date		352,928
Outstanding proofs		
		<u>109,794</u>
		(B) <u>462,722</u>
Anticipated dividend to unsecured creditors A/B (pence in £)		<u>5.2p</u>

## INVESTIGATION INTO THE AFFAIRS OF THE COMPANY

I undertook an initial investigation into the Company's affairs to establish whether there were any potential asset recoveries or conduct matters that justified further investigation, taking account of the public interest, potential recoveries, the funds likely to be available to fund an investigation, and the costs involved.

One of the creditors asked me to investigate various matters, in particular whether the remuneration was excessive and whether repayment of the bank overdraft was to the directors' benefit.

Following a review of the final set of accounts prepared by an external firm of chartered accountants it demonstrates the loss in the final period was primarily due to a collapse in turnover who was due to the loss of the contract of £600,000. In addition staff were kept in anticipation of this contract.

On the other matter of the bank overdraft was not subject to a personal guarantee by the director and also subject a debenture so repayment of it was not to benefit of the directors.

There were no matters that justified further investigation in the circumstances of this appointment.

Within three months of my appointment as Liquidator, my Joint Liquidator was required to submit a confidential report to the Secretary of State to include any matters which have come to my attention during the course of my work which may indicate that the conduct of any past or present Director would make them unfit to be concerned with the management of the Company. I would confirm that my report has been submitted.

## JOINT LIQUIDATORS' PRE-APPOINTMENT REMUNERATION

The Board previously authorised the payment of a fee of £7,500 plus VAT, plus disbursements for my assistance with preparing the Statement of Affairs and convening and holding the meeting creditors at a meeting held on 3<sup>rd</sup> December 2018.



The amount of £7,500 plus VAT was paid by the company on 3<sup>rd</sup> December 2018.

## **JOINT LIQUIDATORS' REMUNERATION**

I am seeking creditor approval that following the assets realisation and other work I may draw liquidators' remuneration of £30,000 plus VAT after deducting the expenses below for the work done to date and further work to close listed above. To date my time costs to date are £22,000. To close I will have to pay a preferential dividend & possibly an unsecured dividend of upto 50 creditors. I will also have to prepare a final report.

Accordingly I enclose a notice by resolution for me to achieve this.

Further information about creditors' rights can be obtained by visiting the creditors' information micro-site published by the Association of Business Recovery Professionals (R3) at <http://www.creditorinsolvencyguide.co.uk/>. A copy of 'A Creditors Guide to Liquidators' Fees' also published by R3, together with an explanatory note which shows Leigh Adams Limited's fee policy are available at the link [www.leighadams.co.uk/Resources/Usefullinks](http://www.leighadams.co.uk/Resources/Usefullinks) . Please note that there are different versions of the Guidance Notes and in this case you should refer to the April 2017 version.

## **JONT LIQUIDATORS' EXPENSES**

I have incurred total expenses in the Liquidation of £852.35 plus VAT. I have incurred the following expenses in the period since my appointment:-

<u>Type of Expense</u>	<u>Amount incurred/ Accrued to date (£)</u>
Statutory advertising	177.35
Bordereau	580.00
Anti ML search	20.00
Destruction of file	25.00
Postage	50.00
	<u>852.35</u>

The firm does not charge Category 2 disbursements.

## **FURTHER INFORMATION**

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 Joint Liquidator's remuneration and expenses within 21 days of receipt of this final account. Any secured creditor may request the same details in 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 of remuneration charged by the Joint Liquidators' as being excessive, and/or the basis of the Joint Liquidators' remuneration, and/or the amount of the expenses incurred as being excessive, within 8 weeks of receipt of this progress report. Any secured creditor may make a similar application to court within the same time limit.

To comply with the Provision of Services Regulations, some general information about Leigh Adams Limited can be found at [www.gov.uk/government/publications/insolvency-practitioner-code-of-ethics](http://www.gov.uk/government/publications/insolvency-practitioner-code-of-ethics)

## **SUMMARY**

The winding up of the Company will continue until all matters referred to in this report have been carried out.

If creditors have any queries regarding the conduct of the Liquidation, or if they want hard copies of any of the documents made available on-line, they should contact Zuzana Drengubiakova by email at [zuzana@leighadams.co.uk](mailto:zuzana@leighadams.co.uk) or by phone on 020 8446 6767.

A handwritten signature in black ink, appearing to read 'Paul Weber', with a long horizontal line extending to the right.

**PAUL WEBER ACA FCCA FABRP**  
Joint Liquidator

## **Appendix no.1**

### **1. Administration**

- Case planning - devising an appropriate strategy for dealing with the case and giving instructions to the staff to undertake the work on the case.
- Setting up physical case files
- Setting up the case on the practice's electronic case management system and entering data.
- Issuing the statutory notifications to creditors and other required on appointment as office holder, including gazetting the office holder's appointment.
- Obtaining a specific penalty bond.
- Convening and holding general meetings of creditors and members.
- Dealing with all routine correspondence and emails relating to the case.
- Reviewing the adequacy of the specific penalty bond on a quarterly basis.
- Undertaking periodic reviews of the progress of the case.
- Overseeing and controlling the work done on the case by case administrators.
- Filing returns at Companies House.
- Preparing and filing VAT returns.
- Preparing and filing Corporation Tax returns.
- Seeking closure clearance from HMRC and other relevant parties.
- Preparing, reviewing and issuing a progress report to creditors and members.
- Filing final returns at Companies House.
- Dealing with Smart Pension scheme.
- *Dealing with Landlord regarding surrender of lease.*

### **2. Creditors**

- Dealing with creditor correspondence, emails and telephone conversations regarding their claims.
- Maintaining up to date creditor information on the case management system.
- Obtaining information from the case records about employee claims.
- Completing documentation for submission to the Redundancy Payments Office.
- Corresponding with employees regarding their claims.
- Liaising with the Redundancy Payments Office regarding employee claims.

### **3. Investigations**

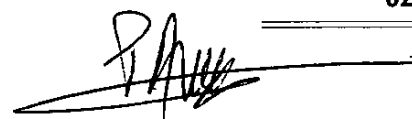
- Preparing a report or return on the conduct of the directors as required by the Company Directors Disqualification Act.
- Reviewing accounting information for trading loss.

### **4. Realisation of assets**

- Book debts realisation
- Sale of fixtures and fittings.
- Sale of goodwill.
- Realisation of cash at bank.

**G.R. Atkinson Limited t/a Brand Reaction**  
**(In Liquidation)**  
**Joint Liquidators' Summary of Receipts & Payments**

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	Specific Bond	580.00	580.00
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	<b>PREFERENTIAL CREDITORS</b>		
Uncertain	Employees Holiday Pay	NIL	NIL
(1,600.00)	Employees Wage Arrears	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
	<b>FLOATING CHARGE CREDITORS</b>		
(6,929.86)	HSBC Bank Plc	NIL	NIL
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(447.00)	Director's Current Account	NIL	NIL
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(32,026.28)	H M Revenue & Customs - PAYE/NI	NIL	NIL
(5,805.83)	H M Revenue & Customs - VAT	NIL	NIL
Uncertain	Redundancy Payments Service	NIL	NIL
(181,393.18)	Trade & Expense Creditors	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
	<b>DISTRIBUTIONS</b>		
(10.00)	Ordinary Shareholders	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
<b>(204,683.86)</b>		<b>62,438.53</b>	<b>62,438.53</b>
	<b>REPRESENTED BY</b>		
	Estate Bank A/c - Non interest bearing		62,758.53
	VAT Payable		(320.00)
			<u>62,438.53</u>



Paul Weber ACA FCCA FABRP  
Joint Liquidator

## Notice of resolution by correspondence

Name of Company: **G. R. Atkinson Limited t/a Brand Reaction**

Notice is hereby given by Paul Weber ACA FCCA FABRP to the creditors of G. R. Atkinson Limited t/a Brand Reaction that set out below is a resolution for your consideration. Please indicate below whether you are in favour or against the resolution.

This form must be received at Leigh Adams Limited, Brentmead House, Britannia Road, London, N12 9RU by 12.00 hours on 11<sup>th</sup> February 2020 in order to be counted. It must be accompanied by a proof of debt, unless one has already been submitted. Failure to do so will lead to your vote(s) being disregarded.

1. That the Liquidators' fees be approved on a fixed fee basis the details of which are set out in the accompanying report prepared in connection with fee approval will be charged as a set fee of £30,000 plus VAT to be drawn as soon as funds are available.

For / Against

TO BE COMPLETED BY CREDITOR WHEN RETURNING FORM:

Name of creditor: \_\_\_\_\_

Signature of creditor: \_\_\_\_\_

(Complete the following if signing on behalf of creditor, e.g. director/solicitor)

Capacity in which signing document: \_\_\_\_\_

If you require any further details or clarification prior to returning your votes, please contact me at the address above.

Signed  \_\_\_\_\_  
Paul Weber ACA FCCA FABRP, Joint Liquidator

Dated: 22/1/20

**PROOF OF DEBT - GENERAL FORM**

<b>G.R. Atkinson Limited t/a Brand Reaction - In Voluntary Liquidation</b>	
Date of Winding-Up Order / Resolution for voluntary winding up 3 <sup>rd</sup> January 2019	
1.	Name of Creditor (If a company please also give company registration number)
2.	Address of Creditor for correspondence
3.	Total amount of claim, including any Value Added Tax and outstanding uncapitalised interest as at the date the company went into liquidation (see note)
4.	Details of any documents by reference to which the debt can be substantiated. [Note there is no need to attach them now but the liquidator may call for any document or evidence to substantiate the claim at his discretion as may the chairman or convenor of any meeting]
5.	If amount in 3 above includes outstanding uncapitalised interest please state amount £
6.	Particulars of how and when debt incurred (If you need more space append a continuation sheet to this form)
7.	Particulars of any security held, the value of the security, and the date it was given.
8.	Particulars of any reservation of title claimed in respect of goods supplied to which the claim relates.
9.	Signature of creditor or person authorised to act on his behalf
	Name in <b>BLOCK LETTERS</b>
	Position with or in relation to creditor  Address of person signing (if different from 2 above)
Admitted to vote for	Admitted for dividend for
£	£
Date	Date
Liquidator	Liquidator