

LIQ03

Notice of progress report in voluntary winding up



Companies House

WEDNESDAY



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10/10/2018

#363

COMPANIES HOUSE

1 Company details

Company number 0 6 2 3 7 7 9 2

Company name in full Surveying Concepts (Projects) Limited

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

2 Liquidator's name

Full forename(s) Miles

Surname Needham

3 Liquidator's address

Building name/number 4 Beaconsfield Road

Street St Albans

Post town Hertfordshire

County/Region

Postcode A L 1 3 R D

Country

4 Liquidator's name ①

Full forename(s) Sarah

Surname Cook

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

5 Liquidator's address ②

Building name/number 4 Beaconsfield Road

Street St Albans

Post town Hertfordshire

County/Region

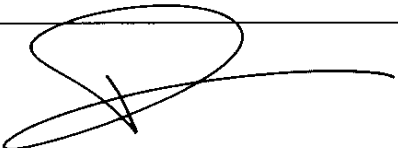
Postcode A L 1 3 R D

Country

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


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	Sarah Cook
Company name	FRP Advisory LLP
Address	4 Beaconsfield Road
	St Albans
Post town	Hertfordshire
County/Region	
Postcode	A L 1 3 R D
Country	
Dx	
Telephone	01727 811111

 Checklist
We may return forms completed incorrectly or with information missing.
Please make sure you have remembered the following: <ul style="list-style-type: none"><input type="checkbox"/> The company name and number match the information held on the public Register.<input type="checkbox"/> You have attached the required documents.<input type="checkbox"/> 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

SURVEYING CONCEPTS (PROJECTS) LIMITED (IN LIQUIDATION) ("THE COMPANY")

The Liquidators' Progress Report for the period 3 October 2017 to 2 October 2018 to pursuant to section 104A of the Insolvency Act 1986 and the Insolvency (England and Wales) Rules 2016

08 October 2018

Contents and abbreviations



Section	Content	The following abbreviations may be used in this report:	
1.	Progress of the Liquidation	FRP	FRP Advisory LLP
2.	Estimated outcome for the creditors	The Company	Surveying Concepts (Projects) Limited (In Liquidation)
3.	Liquidators' remuneration, disbursements and expenses	The Liquidators	Miles Needham and Sarah Cook of FRP Advisory LLP
Appendix	Content	The Period	The reporting period 03 October 2017 to 02 October 2018
A.	Statutory information about the Company and the Liquidation	CVL	Creditors' Voluntary Liquidation
B.	Liquidators' Receipts & Payments Account for the period	SIP	Statement of Insolvency Practice
C.	A schedule of work	QFCH	Qualifying floating charge holder
D	Details of the Liquidators' time costs and disbursements for the period	HMRC	HM Revenue & Customs
E.	Statement of expenses incurred in the Period		

1. Progress of the Liquidation

Work undertaken during the Period and work yet to be completed

We attach at **Appendix C** a schedule of work undertaken during the Period together with a summary of work still to be completed.

Receipts and payments account

Attached at **Appendix B** is a receipts and payments account detailing both transactions for the Period and also cumulatively since our appointment as Liquidators.

Investigations

Part of our duties include carrying out proportionate investigations into what assets the Company has, including any potential claims that could be brought by the Company or by us in our capacity as Liquidators against any party which could result in a benefit to the estate. We have reviewed the Company's books and records and accounting information, requested further information from the directors, and invited creditors to provide information on any concerns they have concerning the way in which the Company's business has been conducted.

Further details of the conduct of our investigations are set out in the schedule of work attached. We can confirm that no further investigations or actions are required.

2. Estimated outcome for the creditors

The estimated outcome for creditors was included in correspondence previously circulated by us.

Outcome for secured creditors

There are no secured creditors in this matter

Preferential Creditors

There are no preferential creditors in this matter.

Unsecured creditors

We have received claims totalling £35,220.65 from unsecured creditors in these proceedings.

Claims received have been agreed and a dividend of 14.82 pence in the pound was paid to unsecured creditors on 4 September 2018.

Pursuant to the Insolvency Rules no further dividend will be declared to unsecured creditors as the funds realised have already been distributed and allocated for paying the expenses of the insolvency proceedings.

The Prescribed Part

In accordance with the Insolvency Act 1986, the prescribed part is an element of net realisations due to the floating charge holder which is made available for unsecured creditors (subject to the floating charge post-dating 15 September 2003).

As there is no floating charge the prescribed part does not apply in this instance.

3. Liquidators' remuneration, disbursements and expenses

Liquidators' remuneration

As advised in previous correspondence the creditors passed a resolution that the Liquidators' remuneration should be calculated on a time cost basis. To date fees of £9,262 excluding VAT have been drawn from the funds available.

A breakdown of our firm's time costs incurred during both the Period and to date is attached at **Appendix D**.

The remuneration anticipated to be recovered by the Liquidators based on time costs, is not likely to exceed the sum provided in the fees estimate previously circulated to creditors.

Liquidators' disbursements

The Liquidators' disbursements are a recharge of actual costs incurred by them in dealing with this matter. Mileage payments made for expenses relating to the use of private vehicles for business travel, which is directly attributable to the insolvency estate, are paid by FRP Advisory at the HMRC approved mileage rate prevailing at the time the mileage was incurred. Details of disbursements incurred during the Period are set out in **Appendix D**.

Expenses of the Liquidation

An estimate of the Liquidators' expenses was set out in the information previously circulated to creditors. We attach at **Appendix E** a statement of expenses that have been incurred during the Period. It is currently expected that the expenses incurred or anticipated to be incurred are not likely to exceed the details provided prior to the determination of the basis of the Liquidators' remuneration.

Creditors have a right to request further information from the Liquidators and further have a right to challenge the Liquidators' remuneration and other expenses, which are first disclosed in this report, under the Insolvency (England and Wales) Rules. (For ease of reference these are the expenses incurred in the Period as set out in **Appendix E** only). Further details of these rights can be found in the Creditors' Guide

to Fees which you can access using the following link <https://creditors.frpadvisory.com/info.aspx> and select the one for Liquidation. Alternatively, a hard copy of the relevant guide will be sent to you on request. Please note there is a time limit for requesting information being 21 days following the receipt of this progress report. There is a time limit of 8 weeks following the receipt of this report for a Court application that the remuneration or expenses are excessive.

Appendix A

Statutory information about the Company and the Liquidation



SURVEYING CONCEPTS (PROJECTS) LIMITED (IN LIQUIDATION)

LIQUIDATION DETAILS:

COMPANY INFORMATION:

Other trading names:	N/A
Date of incorporation:	04 May 2007
Company number:	06237792
Registered office:	4 Beaconsfield Road, St Albans, Hertfordshire, AL1 3RD
Previous registered office:	26 Red Lion Square, London, WC1R 4AG
Business address:	82 Denby Grange, Church Langley, Harlow, Essex, CM17 9PZ

Liquidator(s):	Miles Needham & Sarah Cook
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Address of Liquidator(s):	FRP Advisory LLP, 4 Beaconsfield Road, St Albans, Hertfordshire, AL1 3RD
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Date of appointment of	
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Liquidator(s):	03 October 2017
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Court in which Liquidation proceedings were brought:	Made pursuant to Schedule B1 Para 83 Insolvency Act 1986
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Court reference number:	N/A
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Appendix B

Liquidators' Receipts & Payments Account for the Period



**Surveying Concepts (Projects) Limited
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments
To 02/10/2018**

S of A £	£	£
ASSET REALISATIONS		
Cash at Bank	1.50	
Transfer from Administration	20,549.29	
Bank Interest Gross	0.47	
		20,551.26
COST OF REALISATIONS		
Joint Liquidators' Remuneration	9,262.00	
Joint Liquidators' Disbursements	27.60	
Statutory Advertising	69.93	
Accountancy Fees	275.00	
		(9,634.53)
UNSECURED CREDITORS		
Unsecured Creditors	5,192.98	
		(5,192.98)
		5,723.75
REPRESENTED BY		
IB Curr Flt/NIB 28.11.17		3,796.84
Vat Control Account		1,926.91
		5,723.75

Note:

Appendix C

A Schedule of Work



Surveying Concepts (Projects) Limited – In Liquidation

Schedule of Work

The table below sets out a detailed summary of the work undertaken by the office holder(s) during the reporting period together with an outline of work still to complete.

Where work undertaken results in the realisation of funds (from the sale of assets and recoveries from successful actions taken against third parties), there may be a financial benefit to creditors should there be sufficient funds available to make a distribution to one or more class of creditor. In this case work undertaken will include the scrutiny and agreement of creditor claims.

A proportion of the work undertaken by an Insolvency Practitioner is required by statute, including ensuring the appointment is valid, notifications of the appointment to third parties, regular reporting on the progress, notifying statutory bodies where required in relation to the conduct of the directors, complying with relevant legislation and regulatory matters. This may not have a direct financial benefit to creditors but is substantially there to protect creditors and other stakeholders and ensuring they are kept informed of developments.

Surveying Concepts (Projects) Limited – In Liquidation
Schedule of Work

Note	Category		
1	ADMINISTRATION AND PLANNING Work undertaken to date		ADMINISTRATION AND PLANNING Future work to be undertaken
	<p>The following tasks have ensured that the Joint Liquidators comply with their statutory duties and did not have any financial benefit to the creditors:-</p> <ul style="list-style-type: none"> • Considered any ongoing liaison with third parties that may be required. • Converting Administration bond as required into the requisite Liquidation bond. • Opened a Company Liquidation bank account. • Filing of case related paperwork and emails. 		<p>The following tasks will ensure that the Joint Liquidators comply with their statutory duties and does not have any financial benefit to the creditors:-</p> <ul style="list-style-type: none"> • Regularly reviewing the conduct of the case and the case strategy and updating as required as required by the insolvency practitioners regulatory professional body to ensure all statutory matters are attended to and to ensure the case is progressing. This aids efficient case management.

Surveying Concepts (Projects) Limited – In Liquidation
Schedule of Work

Case Management Requirements	
<p>The following tasks have ensured that the Joint Liquidators comply with their statutory duties and did not have any financial benefit to the creditors:-</p> <ul style="list-style-type: none"> • Determined the case strategy and documenting this. • Transferred all statutory information from the Administration to the Liquidation on various software packages. • Completion of regular case reviews in order to efficiently progress the case. • Updated case strategy document for work undertaken to date and work still required to be completed. • Posted payments and receipts when required. • Periodic bank reconciliations. 	<p>The following tasks will ensure that the Joint Liquidators comply with their statutory duties and does not have any financial benefit to the creditors:-</p> <ul style="list-style-type: none"> • Updating case strategy document for work undertaken to date and work still required to be completed. • Administering insolvent estate bank accounts throughout the duration of the case. • Completing regular case reviews in order to progress the case efficiently. • Completing periodic bank reconciliations.

Surveying Concepts (Projects) Limited – In Liquidation
Schedule of Work

2	ASSET REALISATION Work undertake to date	ASSET REALISATION Future work to be undertaken	
	<p>The following matters have maximised the asset realisations for the benefit of the Company's creditors:-</p> <ul style="list-style-type: none"> • Transferred the cash at bank from the Administration bank account to the Liquidation account. • Completion of VAT returns for the Liquidation period. 	<p>The following matters will maximise potential asset realisations for the benefit of the Company's creditors:-</p> <ul style="list-style-type: none"> • Completion of final VAT return for the Liquidation period, and if the case is coming to a close then completion of VAT deed of assignment. 	
3	STATUTORY COMPLIANCE AND REPORTING Work undertaken to date	STATUTORY COMPLIANCE AND REPORTING Future work to be undertaken	
	<p>The following tasks have ensured that the Joint Liquidators comply with their statutory duties and did not have any financial benefit to the creditors:-</p> <ul style="list-style-type: none"> • Dealt with creditors enquires on the telephone and by email correspondence. • Completed all statutory immediate post appointment filings, notices and documentation. • Dealt with post appointment VAT and or other tax returns as required. • Compiled with a forecast of the work that has been anticipated that will be undertaken 	<p>The following tasks will ensure that the Joint Liquidators comply with their statutory duties and does not have any financial benefit to the creditors:-</p> <ul style="list-style-type: none"> • To deal with the statutory requirements in order to bring the case to a close and for the office holders(s) to obtain their release from office; this includes preparing final reports for stakeholders and filing the relevant documentation with the Registrar of Companies. • Completion of annual progress report, circulating to all known creditors of the 	

Surveying Concepts (Projects) Limited – In Liquidation

Schedule of Work

	<p>throughout the duration of the case, circulated this to creditors together with other such documentation as required to enable the relevant approving creditors to assess and vote on the fee basis proposed.</p> <ul style="list-style-type: none"> • Obtained approval of the decisions previously sought by the officer holder and notifying the creditors once approved. • Completing calculation of the bond to protect the value of assets that are not subject to a charge by obtaining a bond to the correct level. 	<p>Company, filing at The Registrar of Companies and forwarding to shareholders.</p>
4	INVESTIGATIONS	INVESTIGATIONS
	Work undertaken to date	Future work to be undertaken
	<p>The following tasks have ensured that the Joint Liquidators comply with their statutory duties and did not have any financial benefit to the creditors:-</p> <ul style="list-style-type: none"> • Considered information provided by all stakeholders that might identify further assets or lines or enquiry for the office holder to explore if benefit to the estate is possible. • Considered whether any matters came to light in the reporting period which required notification 	<p>No further matters required.</p>

Surveying Concepts (Projects) Limited – In Liquidation
Schedule of Work

	to the Secretary of State or National Crime Agency.	
6	CREDITORS Work undertaken to date	CREDITORS Future work to be undertaken
	<p>The following tasks have ensured that the Joint Liquidators comply with their statutory duties and did not have any financial benefit to the creditors:-</p> <ul style="list-style-type: none"> • Updated creditor details on the Liquidators system. • Transferring required creditor information from the Administration to the Liquidation. • Writing to unsecured creditors of the Company to submit their claim if not already done so. • Adjudicating creditors claims and corresponding with creditors regarding their claims. • Circulating notice of the intended dividend to all known creditors. • Advertising for notice to submit claims in the London Gazette. • Calculating and declaring first and final dividend. 	<p>The following tasks will ensure that the Joint Liquidators comply with their statutory duties and does not have any financial benefit to the creditors:-</p> <ul style="list-style-type: none"> • Awaiting for all cheques to clear and assisting with creditors queries should they arise as a result of the dividend. • General correspondence with creditors of the Company

Appendix D

Details of the Liquidators’ time costs and disbursements for the Period



FRP

Surveying Concepts (Projects) Limited (In Liquidation)

Time charged for the period 03 October 2017 to 02 October 2018

	Appointment Takers /				Total Hours	Total Cost	
	Partners	Managers / Directors	Other Professional	Junior Professional & Support		£	Average Hourly Rate £
Administration and Planning	1.00	9.00	25.05	3.30	38.35	7,557.50	197.07
Asset Realisation			0.25		0.25	27.50	110.00
Creditors	4.50		11.05	0.10	15.65	3,745.00	239.30
Statutory Compliance			6.45		6.45	684.00	106.05
Total Hours	5.50	9.00	42.80	3.40	60.70	12,014.00	197.92

FRP Charge out rates

Grade	From
Appointment taker / Partner	1st May 2016 370-450
Managers / Directors	280-370
Other Professional	165-230
Junior Professional & Support	80-110

Disbursements for the period
03 October 2017 to 02 October 2018

Category 1	Value £
Bonding	27.60
Grand Total	27.60

Mileage is charged at the HMRC rate
prevailing at the time the cost was incurred

Appendix E

Statement of expenses incurred in the Period



Surveying Concepts Limited - In Liquidation
Statement of expenses for the period ended
02 October 2018

	Period to 02 October 2018 £
Expenses	
Office Holders' remuneration (Time costs)	12,014
Office Holders' disbursements	28
Statutory Advertising	70
Accountancy fees	275
Total	12,387