

# LIQ03

## Notice of progress report in voluntary winding up



Companies House

For further information, please  
refer to our guidance at  
[www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)

### 1 Company details

Company number 0 1 1 8 4 3 6 8

Company name in full A. & C. Dunkley (Boscombe) Limited

#### → Filling in this form

Please complete in typescript or in  
bold black capitals.

### 2 Liquidator's name

Full forename(s) David

Surname Meany

### 3 Liquidator's address

Building name/number The Old Town Hall

Street 71 Christchurch Road

Post town Ringwood

County/Region

Postcode B H 2 4 1 D H

Country

### 4 Liquidator's name ①

Full forename(s) Richard

Surname Wragg

#### ① Other liquidator

Use this section to tell us about  
another liquidator.

### 5 Liquidator's address ②

Building name/number The Old Town Hall

Street 71 Christchurch Road

Post town Ringwood

County/Region

Postcode B H 2 4 1 D H

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

<sup>d</sup>2<sup>d</sup>6<sup>m</sup>0<sup>m</sup>3<sup>y</sup>2<sup>y</sup>0<sup>y</sup>2<sup>y</sup>1

To date

<sup>d</sup>2<sup>d</sup>5<sup>m</sup>0<sup>m</sup>3<sup>y</sup>2<sup>y</sup>0<sup>y</sup>2<sup>y</sup>2

7

Progress report

☐ The progress report is attached

8

Sign and date

Liquidator's signature

Signature

X



X

Signature date

<sup>d</sup>1<sup>d</sup>0<sup>m</sup>0<sup>m</sup>5<sup>y</sup>2<sup>y</sup>0<sup>y</sup>2<sup>y</sup>2

**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 **David Meany**

Company name **Quantuma Advisory Limited**

Address  
**The Old Town Hall**  
**71 Christchurch Road**

Post town **Ringwood**

County/Region

Postcode **B H 2 4 1 D H**

Country

DX

Telephone  
**01202 970430**

**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)**

**A. & C. Dunkley (Boscombe) Limited**  
**(In Liquidation)**  
**Joint Liquidators' Summary of Receipts & Payments**

<b>Declaration of Solvency £</b>		<b>From 26/03/2021 To 25/03/2022 £</b>	<b>From 26/03/2021 To 25/03/2022 £</b>
	<b>ASSET REALISATIONS</b>		
	Bank Interest Gross	2.38	2.38
45,750.00	Cash at Bank	45,707.64	45,707.64
137,250.00	Directors Loan Account	NIL	NIL
100.00	Tax Refund	100.00	100.00
		<u>45,810.02</u>	<u>45,810.02</u>
	<b>COST OF REALISATIONS</b>		
	Declaration of Solvency Fee	2,500.00	2,500.00
	Office Holders Fees	2,500.00	2,500.00
	Specific Bond	135.00	135.00
	Statutory Advertising	264.00	264.00
	Swear Fee	50.00	50.00
		<u>(5,449.00)</u>	<u>(5,449.00)</u>
<b>183,100.00</b>		<b><u>40,361.02</u></b>	<b><u>40,361.02</u></b>
	<b>REPRESENTED BY</b>		
	Bank 1 Current		40,361.02
			<b><u>40,361.02</u></b>

**A. & C. DUNKLEY (BOSCOMBE) LIMITED  
(IN LIQUIDATION)**

**THE JOINT LIQUIDATORS' PROGRESS REPORT**

10 May 2022

This report has been prepared for the sole purpose of updating the Members for information purposes. The report is private and confidential and may not be relied upon, referred to, reproduced or quoted from, in whole or in part, by Members for any purpose other than updating them for information purposes, or by any other person for any purpose whatsoever.

David Meany and Richard Wragg of Quantuma Advisory Limited, The Old Town Hall, 71 Christchurch Road, Ringwood, BH24 1DH were appointed Joint Liquidators of A. & C. Dunkley (Boscombe) Limited on 26 March 2021.

David Meany and Richard Wragg are licensed to act as Insolvency Practitioners by the Institute of Chartered Accountants in England and Wales.

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- 3 CREDITORS: CLAIMS AND DISTRIBUTIONS
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- 6 **THE JOINT LIQUIDATORS' FEES AND EXPENSES**

## APPENDICES

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- Appendix 2 **The Joint Liquidators' Receipts & Payments Account**
- Appendix 3 Detailed narrative of work undertaken during the Review Period

## ABBREVIATIONS

For the purpose of this report the following abbreviations shall be used:

"the Act"	Insolvency Act 1986
"the Rules"	Insolvency (England and Wales) Rules 2016
"the Joint Liquidators"	David Meany and Richard Wragg of Quantuma Advisory Limited
"the Company"	A. & C. Dunkley (Boscombe) Limited (in Liquidation)
"SIP"	Statement of Insolvency Practice (England & Wales)
"Review Period"	Period covered by the report from 26 March 2021 to 25 March 2022

## 1. INTRODUCTION

### Introduction

This report has been prepared to provide Members with an update on the progress of the Liquidation of the Company since our appointment as Joint Liquidators on 26 March 2021.

A schedule of statutory information in respect of the Company is attached at Appendix 1.

### Details of the appointment of the Joint Liquidators

- 1 David Meany and Richard Wragg of Quantuma Advisory Limited were appointed Joint Liquidators of the Company on 26 March 2021.

The Joint Liquidators confirm that they are authorised to carry out all functions, duties and powers by either one or both of them.

## 2. THE PROGRESS OF THE LIQUIDATION

### **The Joint Liquidators' receipts and payments account**

Attached at Appendix 2 is a receipts and payments account covering the Review Period. We confirm this had been reconciled with that held with the Bank.

We have summarised the main asset realisations during the Review Period and an estimation of those assets yet to be realised, together with details of costs incurred but as yet remaining unpaid.

### VAT Basis

Receipts and payments are shown net of VAT, with any amount due from HM Revenue and Customs ("HMRC") shown separately. All VAT has now been reclaimed.

### Administrative, Statutory & Regulatory Tasks

The Joint Liquidators have met a considerable number of statutory and regulatory obligations. Whilst many of these tasks have not had a direct benefit in enhancing realisations for the estate, they have assisted in the efficient and compliant progressing of the Liquidation, which has ensured that the Joint Liquidators and their staff have carried out their work to high professional standards.

During the Review Period, primarily these tasks have included:

- Informing all relevant persons of the commencement of the Liquidation, including filing statutory documents at Companies House and meeting statutory advertising requirements;
- Drafting and issuing the progress report to Members;
- Consulting with and instructing staff and independent advisers as regards practical, technical and legal aspects of the case to ensure efficient progress;
- Maintaining electronic case files, which must include records to show and explain the Liquidation and any decisions made by the Joint Liquidators that materially affect the Liquidation;
- Monitoring and maintaining an adequate statutory bond;
- Conducting periodic case reviews to ensure that the Liquidation is progressing efficiently, effectively and in line with the statutory requirements;

- Maintaining and updating the estate cash book and bank accounts, including regular bank reconciliations and processing receipts and payments; and
- Completing periodic tax returns.

#### Realisation of assets

##### Cash at bank

The sum of £45,707.64 was held in the Company bank account with HSBC Bank. This was transferred into the Liquidation bank account shortly after our appointment. We are awaiting closing statements from the bank and we are continuing to chase.

##### Directors Loan Account

The sum of £137,250.00 is owed to the Company by the Director and this will be repaid by way of an in specie distribution upon receipt of clearances from HMRC.

##### Tax Refund

The Declaration of Solvency indicated a Tax refund due to the Company for the amount of £100.00. This money was received into the Liquidation bank account on 5 May 2021. No further realisations are expected in this regard.

##### Gross Bank Interest

Gross bank interest of £2.38 has been received during the Review Period.

##### Details of what remains to be done

The Liquidation of the Company will continue until we have received the necessary clearances from HMRC and confirmation of closure of the Company bank account.

### 3. CREDITORS: CLAIMS AND DISTRIBUTIONS

#### Secured creditors

The Company had not granted a fixed or floating charge to any creditor and did not have any other secured creditors.

#### Preferential and Secondary Preferential creditors

There are no preferential or secondary preferential creditors.

#### Unsecured creditors

Unsecured Creditors were estimated at Nil in the Declaration of Solvency. We have however, received invoices from Coem relating to items which were delivered prior to liquidation but not paid for. We are currently in the process of agreeing creditors' claims.

### 4. SHAREHOLDERS DISTRIBUTIONS

There have been no Shareholder distributions to date.



## 5. ETHICS

Please also be advised that the Joint Liquidators are bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment.

### General ethical considerations

Prior to the Joint Liquidators' appointment, a review of ethical issues was undertaken and no ethical threats were identified. A further review has been carried out and no threats have been identified in respect of the management of the insolvency appointment over the Review Period.

### Specialist Advice and Services

When instructing third parties to provide specialist advice and services or having the specialist services provided by the firm, the Joint Liquidators are obligated to ensure that such advice or work is warranted and that the advice or work contracted reflects the best value and service for the work undertaken. The firm reviews annually the specialists available to provide services within each specialist area and the cost of those services to ensure best value. The specialists chosen usually have knowledge specific to the insolvency industry and, where relevant, to matters specific to this insolvency appointment. No specialists have been instructed in this case.

## 6. THE JOINT LIQUIDATORS' REMUNERATION AND EXPENSES

### Pre-Appointment Costs

The Members authorised the fee of £2,500.00 for assisting the directors in calling the relevant meeting and with preparing the Declaration of Solvency on 26 March 2021 and these have been paid in full.

### Joint Liquidators' Remuneration

The Joint Liquidators' remuneration was approved by a resolution of the Members to be paid as a set amount of £2,500.00. This fee has been paid.

The Quantuma Advisory Limited current and historic schedule of charge-out rates and chargeable expenses may be found at [HYPERLINK "https://www.quantuma.com/guide/creditors-guide-fees"](https://www.quantuma.com/guide/creditors-guide-fees).

A hard copy the Quantuma Advisory Limited charge-out rate and expenses policy may be obtained on request at no cost.

### Joint Liquidators' Expenses

Statement of Insolvency Practice 9 (SIP 9) "Payments to Insolvency Office Holders & their Associates", outlines various disclosures in relation to Liquidators' fees and expenses.

SIP 9 does not apply to MVLs and therefore it is intended that while full information will be provided regarding fees and expenses during both the pre and post appointment period, the prescribed disclosure requirements will not be followed in full.

Information in relation to fees and expenses will be available upon request throughout the course of the case. However those parties who are responsible for paying the fees in an MVL may request disclosures in accordance with SIP 9, if they have not already done so.

The category 1 expenses paid for in the Review Period total £449.00 and represent payments to parties not associated with the firm, who have provided services or goods for the administration of the assignment.

The category 2 expenses for the Review Period total £nil. The basis of calculation of this category of expense was disclosed to members prior to their approval, which was given on 26 March 2021. Please note that some category 2 expenses that have previously been approved and their estimated costs or basis of their cost provided as part of the expenses estimate may not be discharged from the estate from 1 April 2021 and these are detailed below:

Expenses	Actual expenses incurred in the Review Period £	Actual expenses incurred to date £	Costs Incurred but not Paid £
Statutory Advertising	£264.00	£264.00	nil
Specific Bond	£135.00	£135.00	nil
Swear / Legal fee	£50.00	£50.00	nil
TOTAL	£449.00	£449.00	Nil

#### **Members' right to request information**

A Member may, with the permission of the Court or with at least 5% of the total voting rights of all the Members having the right to vote at general meetings of the Company, request further details of the Joint Liquidators' remuneration and expenses, within 21 days of receipt of this report.

#### **Members' right to challenge remuneration and/or expenses**

A Member may, with the permission of the Court or with at least 10% of the total voting rights of all the Members having the right to vote at general meetings of the Company, apply to Court to challenge the amount and/or basis of the Joint Liquidators' fees and the amount of any proposed expenses or expenses already incurred, within 8 weeks of receipt of this report.

#### **Future of the Liquidation**

The Liquidation will continue until we have received confirmation of the closure of the bank with Barclays and full clearances from HMRC. At this point we will be able to distribute the remaining funds and close the Liquidation.

#### **Further Information**

Members should note that the Joint Liquidators are bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment. Further information can be viewed at the following link <https://www.gov.uk/government/publications/insolvency-practitioner-code-of-ethics> Additionally, the Joint Liquidators are also bound by the regulations of their Licensing Bodies.

To comply with the Provision of Services Regulations, some general information about Quantuma Advisory Limited, including our complaints policy and Professional Indemnity Insurance, can be found at [HYPERLINK "http://www.quantuma.com/legal-information"](http://www.quantuma.com/legal-information) .

In compliance with the General Data Protection Regulation, creditors, employees, shareholders, directors and any other stakeholder who is an individual (i.e. not a corporate entity) in these insolvency proceedings is referred to the Privacy Notice in respect of Insolvency Appointments, which can be found at this link HYPERLINK "<http://www.quantuma.com/legal-notices>".

Should you have any queries in regard to any of the above please do not hesitate to contact India Cherrett on 01202 970 436 or by e-mail at [India.Cherrett@quantuma.com](mailto:India.Cherrett@quantuma.com)



David Meany  
Joint Liquidator

A. & C. Dunkley (Boscombe) Limited  
(IN LIQUIDATION)

STATUTORY INFORMATION

Company Name	A. & C. Dunkley (Boscombe) Limited
Trading Address	The Old Town Hall, 71 Christchurch Road, Ringwood, BH24 1DH
Trading Styles	As above
Proceedings	In Liquidation
Date of Appointment	26 March 2021
Joint Liquidators	David Meany Richard Wragg Quantuma Advisory Limited The Old Town Hall, 71 Christchurch Road, Ringwood, BH24 1DH
Registered office Address	c/o Quantuma Advisory Limited The Old Town Hall, 71 Christchurch Road, Ringwood, BH24 1DH
Former Registered Office	
Company Number	01184368
Incorporation Date	18/09/1974

A. & C. Dunkley (Boscombe) Limited  
(IN LIQUIDATION)

**THE JOINT LIQUIDATORS' RECEIPTS AND PAYMENTS ACCOUNT AS AT 25 MARCH 2022**

<b>Declaration of Solvency £</b>		<b>From 26/03/2021 To 25/03/2022 £</b>	<b>From 26/03/2021 To 25/03/2022 £</b>
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	<b>COST OF REALISATIONS</b>		
	Declaration of Solvency Fee	2,500.00	2,500.00
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	Specific Bond	135.00	135.00
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<b>183,100.00</b>		<b><u>40,361.02</u></b>	<b><u>40,361.02</u></b>
	<b>REPRESENTED BY</b>		
	Bank 1 Current		40,361.02
			<b><u>40,361.02</u></b>

A. & C. Dunkley (Boscombe) Limited  
(IN LIQUIDATION)

DETAILED LIST OF WORK UNDERTAKEN BY THE JOINT LIQUIDATORS DURING THE REVIEW PERIOD

Description of work undertaken	Includes
<u>ADMINISTRATION &amp; PLANNING</u>	
Administration & Planning	
Initial Statutory and General Notifications & Filing e.g. Advertising the appointment, undertaking statutory notifications to Companies House, HMRC , the Pension Protection Fund, preparing the documentation and dealing with other notification of appointment	Filing of documents to meet statutory requirements Advertising in accordance with statutory requirements
Obtaining a specific penalty bond.	
Recovering & Scheduling the company's books and records.	Collection and making an inventory of company books and records
Setting up electronic case files and electronic case details on IPS.	
General Administration - Dealing with all routine correspondence and emails relating to the case.	
Case strategy & completing file reviews at 1 month, 3 months & 6 months.	Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case Periodic file reviews 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
VAT & Corporation Tax matters and returns.	Preparation and filing of VAT Returns Preparation and filing of Corporation Tax Returns
<u>REALISATION OF ASSETS</u>	
Realisation of Assets	
Cash at Bank	Contacting the bank to arrange closure of the account and payment of the funds to the estate
Tax Refund	Contacting HMRC with details of the refund and cashing the funds into the bank
Directors Loan Account	This will be distributed in specie upon closure of the company
<u>CASHIERING</u>	
Opening, maintaining and managing the Office Holders' cashbook and bank account.	Preparing correspondence opening and closing accounts Requesting bank statements Correspondence with bank regarding specific transfers Maintenance of the estate cash book

Description of work undertaken	Includes
Dealing with cheque requisitions	Issuing cheques/BACS payments
Dealing with deposit forms	Banking remittances
Bank Reconciliations	
Preparing & Filing statutory Receipts & Payments accounts	Preparing and filing statutory receipts and payments accounts at Companies House

Current Charge-out Rates of the staff working on the case

**Time charging policy**

Support staff and executive assistants do not charge their time to each case except when the initial set up is being performed or when a sizeable administrative task or appropriate ad hoc duty is being undertaken

Support staff include secretarial and administrative support.

The minimum unit of time recorded is 6 minutes.

Rates are likely to be subject to periodic increase.

Staff	Charge out rates £
CEO/Managing Director	£480.00 - £580.00
Appointment Taking Director	£400.00 - £500.00
Manager	£310.00 - £375.00
Senior Administrator	£235.00 – £285.00
Administrator	£200.00 – £240.00