

LIQ13

Notice of final account prior to dissolution in MVL



Companies House

THURSDAY



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04/07/2019

#114

COMPANIES HOUSE

1 Company details

Company number 0 2 5 9 1 9 0 8

Company name in full Kirklees Federation of Tenants and
Residents Associations Ltd

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

2 Liquidator's name

Full forename(s) Charles Michael

Surname Brook

3 Liquidator's address

Building name/number The Media Centre

Street 7 Northumberland Street

Post town Huddersfield

County/Region

Postcode H D 1 1 R L

Country

4 Liquidator's name

Full forename(s) Stephen James

Surname Wainwright

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

5 Liquidator's address

Building name/number 16 Oxford Court

Street Bishopsgate

Post town Manchester

County/Region

Postcode M 2 3 W Q

Country

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

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6

Final account

☒ I have delivered the final account of the winding up to the members in accordance with Section 94(2) and attach a copy.

7

Sign and date

Liquidator's signature

Signature

X



X

Signature date

d

d

2 8

m

m

0 6

y

y

y

y

2 0 1 9

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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

Michelle Louise Chatterton

Company name

Poppleton & Appleby

Address

The Media Centre

7 Northumberland Street

Post town

Huddersfield

County/Region

Postcode

H D 1 1 R L

Country

DX

Telephone

01484 437 432



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

**KIRKLEES FEDERATION OF TENANTS AND
RESIDENTS ASSOCIATIONS LIMITED
(In Members' Voluntary Liquidation)**

FINAL ACCOUNT

28 JUNE 2019

**Charles Michael Brook
Stephen James Wainwright
Poppleton & Appleby
The Media Centre,
7 Northumberland Street,
Huddersfield, HD1 1RL**

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1. INTRODUCTION

Charles Michael Brook and Stephen James Wainwright of Poppleton & Appleby, The Media Centre, 7 Northumberland Street, Huddersfield, HD1 1RL were appointed Joint Liquidators of Kirklees Federation of Tenants and Residents Associations Limited ("the Company") on 16 May 2018.

The Joint Liquidators are now in a position to conclude the Liquidation and obtain their release as Joint Liquidators.

The Joint Liquidators now provide their Final Account, which they intend to deliver to members in final form and file with the Registrar of Companies.

The purpose of their Final Account is to summarise the winding-up as a whole. The Final Account details the acts and dealings of the Joint Liquidators and it should be read in conjunction with previous correspondence to members.

Statutory Information in relation to the Company and the Joint Liquidators is attached at Appendix 1.

Information about the way that we will use, and store personal data on insolvency appointments can be found at <https://www.pandanorthern.co.uk/your-questions-answered/documents/>. If you are unable to download this, please contact us and a hard copy will be provided to you.

2. ADMINISTRATION AND PLANNING

The Joint Liquidators are required to meet a considerable number of statutory and regulatory obligations. Whilst many of these tasks do not have a direct benefit in enhancing realisations for the insolvency estate, they assist in the efficient and compliant progressing of the administration of the case, which ensures that the work carried out is to high professional standards. A detailed list of these tasks may be found at Appendix 3.

3. RECEIPTS & PAYMENTS

The Joint Liquidators Receipts and Payments Account for the period of the winding up is attached at Appendix 2.

Cash at Bank

Following the Company ceasing to trade the only asset of the Company at the time of the Joint Liquidators appointment was the balance of funds held in the Company's bank account. Following the Joint Liquidators appointment the Company's bank account was closed and the credit balance of £164,543.83 was received into the liquidation account.

Tax refund

In addition the Joint Liquidators have received a tax refund of £3,009.70.

4. CREDITORS' CLAIMS

Secured Creditor

The Company did not have any secured creditors.

Preferential creditors

The Company did not have any preferential creditors.

Unsecured creditors

A notice to creditors requiring them to submit claims was published in the London Gazette on 24 May 2018.

The Declaration of Solvency stated that there were no creditors. The only claim received was from HM Revenue and Customs of £105.07 in respect of the Company's corporation tax liability for the period immediately prior to the date of liquidation.

No other creditor claims have come to light.

5. DISTRIBUTION OF THE COMPANY'S NET ASSETS

After allowing for the payment of creditor claims and the costs and expenses of the liquidation the Company had Net Assets of £149,878.85 available for distribution.

In accordance with the resolutions passed at the meeting of the members held on 13 June 2018 the Company's Net Assets have been distributed as follows:

Date of distribution	Communities Who Can CIO	Welcome Centre Huddersfield	Total distributed
17 December 2018	£84,000	£56,000	£140,000
26 April 2019	£5,927.31	£3,951.54	£9,878.85
	£89,927.31	£59,951.54	£149,878.85

6. THE JOINT LIQUIDATORSS' REMUNERATION AND EXPENSES

Pre appointment Fees

The members authorised that Poppleton & Appleby be paid a fixed fee of £3,500 plus VAT and disbursements for assisting with the convening of the statutory meeting of members and preparing the Declaration of Solvency such fee shall be paid out of the assets of the company and which may be drawn on account as and when funds permit without further recourse to members. This fee has been paid in full and is detailed on the enclosed Receipts and Payments Account.

Post Appointment Fee

The members authorised that the Joint Liquidators be paid a fixed fee of £5,000 plus VAT and disbursements in relation to their remuneration, such remuneration to be paid out of the assets of the company and which may be drawn on accounts as and when funds permit without further recourse to members. This fee has been paid in full and is detailed on the enclosed Receipts and Payments Account.

Joint Liquidators Disbursements

Details of the disbursements incurred during the period are detailed on the expenses summary at Appendix 4.

Professional Fees

Freeths LLP, solicitors have been paid a fee of £5,212.80 plus VAT for advising the Joint Liquidators in relation to the formal procedures in relation to the winding up of the Company and the distribution of the Net Assets.

Sheards Accountants were also instructed to assist in the preparation and submission of the Company's corporation tax returns for which they have been paid a fee of £200.00 plus VAT.

A copy of 'A Guide to Joint Liquidators Fees' may be found at:

<https://www.r3.org.uk/index.cfm?page=1210>

A hard copy of the Guide may be obtained on request.

7. FURTHER INFORMATION

Members of the Company with at least 5% of the total voting rights of all the members having the right to vote at general meetings of the Company, or any member with the permission of the court, may request further details of the Joint Liquidators remuneration and expenses, within 21 days of receipt of their report.

Members of the Company with at least 10% of the total voting rights of all the members having the right to vote at general meetings of the Company, or any member with the permission of the court, may 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 on the grounds that they are excessive or inappropriate, within 8 weeks of receipt of their report.

8. CONCLUSION

The report represents the Joint Liquidators Final Account and the delivery of their Final Account to members and to the Registrar of Companies concludes the administration of their winding up.

Should you require any further information please contact Michelle Chatterton on 01484 437432.



Charles Michael Brook
JOINT LIQUIDATOR

APPENDIX 1

STATUTORY INFORMATION

Court	None
Company Name	Kirklees Federation of Tenants and Residents Associations Limited
Previous Name	None
Company Number	02591908
Registered Office	c/o Poppleton & Appleby, The Media Centre, 7 Northumberland Street, Huddersfield, HD1 1RL
Former Registered Office	Federation House, St Johns Avenue, Huddersfield, HD4 6JP
Trading Address	None
Officeholders	Charles Michael Brook and Stephen James Wainwright
Office Holder Numbers	9157 and 5306
Officeholders address	Poppleton & Appleby The Media Centre 7 Northumberland Street Huddersfield, HD1 1RL
Date of appointment	16 May 2018

APPENDIX 2

RECEIPTS AND PAYMENTS ACCOUNT FOR THE DURATION OF THE LIQUIDATION

**Kirklees Federation of Tenants and Residents Associations Ltd
(In Liquidation)**

**Joint Liquidators' Summary of Receipts and Payments
To 28 June 2019**

RECEIPTS	Declaration of Solvency (£)	Total (£)
Tax Refund		3,009.70
Cash at Bank	165,996.24	164,543.83
Bank Interest Gross		36.24
		<hr/>
		167,589.77
		<hr/>
PAYMENTS		
Specific Bond		206.70
Pre Appointment Fee		3,500.00
Liquidators Remuneration		5,000.00
Accountancy Fees		200.00
Legal Fees (1)		5,212.80
VAT		2,933.36
Stationery & Postage		281.60
Storage Costs		11.90
Statutory Advertising		253.80
Bank Charges		5.41
Inland Revenue		105.07
Communities Who Can CIO		89,927.31
Welcome Centre Huddersfield		59,951.54
		<hr/>
		167,589.49
		<hr/>
Net Receipts/(Payments)		0.28
		<hr/>

MADE UP AS FOLLOWS

Bank 1 Current	0.28
	<hr/>
	0.28
	<hr/>



Charles Michael Brook
Joint Liquidator

APPENDIX 3

DETAILED LIST OF WORK UNDERTAKEN FOR THE DURATION OF THE LIQUIDATION

General Description	Includes
Administration and Planning	
Statutory/advertising	Filing of documents to meet statutory requirements Advertising in accordance with statutory requirements
Document maintenance/file review/checklist	Filing of documents 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
Bank account administration	Preparing correspondence opening and closing accounts Requesting bank statements Bank account reconciliations Correspondence with bank regarding specific transfers Maintenance of the estate cash book Banking remittances and issuing cheques/BACS payments
Planning/Review	Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case
Books and records / storage	Dealing with records in storage Sending job files to storage
Meeting of Members	Preparation of meeting notices, proxies/voting forms notice of meeting to all members Collate and examine proofs and proxies/votes to decide on resolutions Preparation of meeting file, including agenda, certificate of postage, attendance register, list of members, reports to members and draft minutes of meeting. Responding to queries and questions following meeting
Closure	Submission of Corporation Tax return and seeking clearance to close Preparing annual progress report to members Preparing and issuing final account to members Submission of final account to Companies House
Realisation of Assets	
Cash at Bank	Realising credit balance held in the Company's bank account
Creditors	
Creditor Communication	Corresponding with the pension scheme to agree closure of scheme Dealing with 2 nd pension scheme which was set up but not used and making further enquiries in order for scheme to be closed. Finalising pre appointment tax position and payment of tax Obtaining tax clearance
Distributions of Net Assets	
Procedures	Calculation of net assets Convening meeting of members in relation to agreeing nominated organisation Checking structure of nominated organisation meets the requirements of the Company's articles Preparation of correspondence to nominated organisation Preparation of cheques/BACS to pay dividend Preparation of correspondence to nominated organisation enclosing payment of dividend

APPENDIX 4

EXPENSES SUMMARY FOR THE PERIOD

Below are details of the Joint Liquidators expenses for the period under review and the total to date

Expenses	Expenses paid to date £	Expenses not yet paid £	Future expenses £	Total expenses £
Category 1 Expenses				
Advertising	253.80	0.00	0.00	253.80
Bonding	206.70	0.00	0.00	206.70
Document Storage and Destruction	11.90	0.00	0.00	11.90
Postage	281.60	0.00	0.00	281.60

Insolvency Practitioner Bond

The Insolvency Practitioner bond is a statutory cost. The premium is set by the Liquidator's underwriter and varies with the estimated net realisable value of assets in the estate. This bond premium in this case is the amount due for estate realisations in the band £100,000 to £250,000. Realisations will not exceed this band.

Statutory Advertising

We are obliged by Statute to advertise certain events arising during the liquidation in the London Gazette and the advertising charges are set by the publishers. In this case, the notice of the initial meeting of creditors, the winding up of the Company, the appointment of the liquidator and Notice to creditors to submit claims have already been advertised.

Postal charges

Wherever possible the cost of providing circulars to creditors/members will be minimised by placing the documentation in a password protected web portal maintained by Poppleton & Appleby, which will enable creditors/members to view, download and print reports as they require. Some postal charges are however inevitable to notify creditors/members of the publication of each report. We have made provision for notifying creditors/members of the publication of our draft final report. As you know, postal charges are set by the Royal Mail. Communicating with creditors/members is a Statutory cost.

Storage and Destruction

We are obliged by Statute to take control of the Company's books and records and to store them until after the dissolution of the Company. The basis on which storage charges are recovered is set out in the enclosed tariff and disbursement sheet.

APPENDIX 5

POPPLETON & APPLEBY CHARGING POLICY DOCUMENT

CHARGING, EXPENSES AND DISBURSEMENTS POLICY STATEMENT EFFECTIVE FROM 1ST JUNE 2017

Introduction

Current insolvency legislation provides for the manner in which insolvency practitioners' fees and disbursements are charged in insolvency assignments. The legislation permits insolvency practitioners to seek the bases for their fees on a time cost basis, a percentage of realisation basis, on a fixed fee basis or on a mix of these bases.

The basis of fees for each individual insolvency appointment are subject to approval by a committee of creditors if appointed, failing which by creditors in a decision-making process or by the Court. Further information regarding the approval of office holders' fees in insolvency cases can be found within Statement of Insolvency Practice 9 (SIP9), please see under further information at the foot of this document for information on how to download guides to fees.

Once the basis of office holders' fees has been approved it is reported to any committee and to creditors generally within the next statutory report.

Fixed Fee Basis

It is possible for an insolvency practitioner to seek to be paid on a fixed fee basis. Where this is the case, further information will be provided to explain why this would be considered appropriate.

Percentage Basis

The legislation provides for fees to be charged on a percentage of the value of property with which an insolvency practitioner deals with. Different percentages can be used for different assets or types of assets. When seeking creditor approval for this basis, further information will be provided for creditors to judge the appropriateness of this basis.

Time Cost Basis

Insolvency Practitioners are permitted to seek approval for their fees to be paid on a time cost basis. This is based on hours spent by office holders and their staff in dealing with matters relating to the particular insolvency or specific activities within a case where time costs are sought. When seeking resolutions for fees to be paid on a time cost basis, stakeholders will be provided with a full explanation as to why time costs are considered appropriate together with sufficient information to assist in their making an informed judgement of the office holders' requests.

Partners and staff are allocated an hourly charge out rate which is reviewed annually. The current charge out rates of this Firm are set out as follows:

Grade of Staff	Hourly Chargeout Rate
Office Holder (Partner)	£350.00
Office Holder (Non Partner)	£325.00
Senior Manager	£275.00
Manager	£225.00
Administrator	£160.00
Cashier	£165.00
Trainee/Support Staff	£ 80.00

Staff Allocation and the Use of Sub-Contractors

The general approach to resourcing our assignments is to allocate staff with the skills and experience to meet the specific requirements of the case.

The constitution of the team allocated to insolvency assignments will usually consist of an Office Holder, a Senior Manager and/or Manager and an Administrator or Assistant. The exact constitution of a case team will depend on the anticipated size and complexity of the assignment and the experience requirements of the assignment. The charge out rates scheduled above provides details of all grades of staff and their respective experience levels.

It is not this Firm's policy to sub-contract out any services or tasks which can be provided by this Firm.

Charles M Brook, Allan C Cadman, Michelle L Chatterton and Stephen J Wainwright are authorised by the Insolvency Practitioners Association to take insolvency appointments in the United Kingdom. Partners or employees acting as Liquidator or Administrator do so as agents of the company to which they are appointed and without personal liability.

Poppleton & Appleby is the trading style of Churchill Corporate Solutions LLP which is a limited liability partnership registered in England and Wales, registered number OC393802. Registered Office: St Cnspins House, St Cnspins Wey, Haslingden, Lancashire BB4 4PW. A full list of members is available for inspection at 16 Oxford Court, Bishopsgate, Manchester, M2 3WQ.

Professional Advisors

It is usual in insolvency cases that specialist professional advisors are engaged to advise on matters which are case specific. Ordinarily but not exclusively these will include solicitors, employment law consultants, asset agents and accountants. Stakeholders will be advised of such advisors which could be expected to be used within a case together with an expected fee arrangement.

Our choice will be based on our perception of their qualification, experience and ability to perform the type of work sought including the complexity and nature of the assignment upon which they are asked to assist.

Expenses and Disbursements Policy

Where expenses are incurred in respect of the insolvent estate they will be recharged. Such expenses can be divided into two categories and are disclosed to creditors in the appropriate reports. In each case the recharge will be reimbursed on a quarterly basis.

Category 1

- Category 1 disbursements relate to expenses where this Firm has met a specific cost in respect of the insolvent estate where payment has been made to a third party where the expenditure is directly referable to the appointment in question. These may include items such as legal notices, bond premiums, searches at Companies House, etc. In each case the recharge will be reimbursed on a quarterly basis. It is not necessary for creditors to approve Category 1 disbursements.

Category 2

- These are expenses and disbursements incurred by this Firm which may include an element of shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis. Category 2 disbursements require approval in the same manner as office holder's remuneration prior to being drawn from the individual insolvency estate.
- This Firm will seek to recover Category 2 disbursements in respect of the following:

Storage of records (per box per quarter) (when not rechargeable as a Category 1 expense)	£6.00
Partner/staff mileage (per mile)	£0.45

VAT

VAT at the prevailing rate is applied to office holders' fees and disbursements. In Company and Individual Voluntary Arrangements, VAT may not apply following the decision in PAYMEX versus HMRC.

FURTHER INFORMATION: Creditors Rights

SIP9 provides information for creditors in relation to the fees charged by Office Holders. These can be accessed from our website:

<http://www.pandanorthern.co.uk/your-questions-answered/documents/>

Alternatively, a copy can be provided by request to either office.

**16 OXFORD COURT
BISHOPSGATE
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WEB pandanorthern.co.uk