

# Liquidator's Progress Report

# S.192

Pursuant to Sections 92A and 104A and 192  
of the Insolvency Act 1986

To the Registrar of Companies

Company Number

03709379

Name of Company

Foxford Services Limited

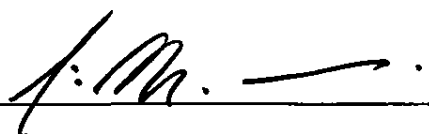
I / We

Martin Williamson, Suite 1 Marcus house, Park Hall Road, Stoke on Trent, ST3 5XA

the liquidator(s) of the company attach a copy of my/our Progress Report  
under section 192 of the Insolvency Act 1986

The Progress Report covers the period from 26/01/2013 to 25/01/2014

Signed



Date

13/2/14.

ipd

Suite 1 Marcus House  
Park Hall Business Village  
Park Hall Road  
Stoke on Trent  
ST3 5XA

Ref FO9020/MW

MONDAY



\*Q3E1391P\*  
QIQ 11/08/2014 #42  
COMPANIES HOUSE

**Foxford Services Limited**  
**(In Liquidation)**  
**Liquidator's Abstract of Receipts & Payments**

Statement of Affairs		From 26/01/2013 To 25/01/2014	From 26/01/2011 To 25/01/2014
<b>ASSET REALISATIONS</b>			
500 00	Furniture & Equipment	NIL	NIL
4,000 00	Book Debts	NIL	806 26
NIL	Rent Deposit	NIL	NIL
NIL	HMRC - VAT Refund	NIL	NIL
618 00	Cash at Bank	NIL	NIL
		NIL	806 26
<b>COST OF REALISATIONS</b>			
	Agents/Valuers Fees (2)	NIL	350 00
	Bank Charges	99 96	116 62
		(99 96)	(466 62)
<b>PREFERENTIAL CREDITORS</b>			
(3,175 00)	Employees - Arrears and Hol Pay	NIL	NIL
		NIL	NIL
<b>UNSECURED CREDITORS</b>			
(7,253 00)	Trade & Expense Creditors	NIL	NIL
(17,761 00)	Employees - PILN and Redundancy	NIL	NIL
(6,441 00)	HMRC - PAYE/NI	NIL	NIL
(4,064 00)	HMRC - CT	NIL	NIL
(1,035 00)	Director's Loan Account - LJD	NIL	NIL
		NIL	NIL
<b>DISTRIBUTIONS</b>			
(5 00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
<b>(34,616 00)</b>		<b>(99.96)</b>	<b>339.64</b>
<b>REPRESENTED BY</b>			
	Vat Receivable		70 00
	Current A/c		269 64
			<b>339 64</b>

Martin Williamson  
Liquidator

PRIVATE AND CONFIDENTIAL

Please reply to:

Martin Williamson  
Stoke on Trent  
mw@ipd-uk.com

Our ref MW/FO9020/12  
Your ref

13 February 2014

Dear Sirs

**Foxford Services Limited - in liquidation**  
Formerly trading from: Office 206, 16 Parker Court, Staffordshire Technology Park, Stafford,  
ST18 0WP

As you are aware, I was appointed Liquidator of the above company on 26 January 2011. Enclosed with this letter is my third annual report to members and creditors which should be read in conjunction with previous reports.


**There is no requirement for me to call annual meetings of the members and creditors** and I do not intend to do so. Please note however that 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 Liquidator's remuneration and expenses, within 21 days of receipt of this report. Any secured creditor may request 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 and/or basis of the Liquidator's fees and the amount of any proposed expenses or expenses already incurred, within 8 weeks of receipt of this report. Any secured creditor may make a similar application to court within the same time limit.

A further copy of this report and previous reports sent to creditors can be obtained from our website at [www.ipd-uk.com](http://www.ipd-uk.com). Go to "Cases", locate the case name and enter the passcode "FO9020" (case sensitive) to access and download these reports.

If you would like further explanations on any aspect of my report, please telephone or write to me and I will be pleased to deal with any such enquiries.

Yours faithfully

  
Martin Williamson  
Liquidator

Encs

Suite 1, Marcus House, Park Hall Business Village, Park Hall Road, Stoke on Trent, ST3 5XA  
t 01782 594344 f 01782 595883

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Martin Williamson is licensed to act as an Insolvency Practitioner in the United Kingdom, number 9222, by the Secretary of State for the Department of Business, Innovation and Skills and when acting as an Administrator or Administrative Receiver contracts without personal liability.



## **Foxford Services Limited - in liquidation**

### **Liquidator's Annual Report to Members and Creditors For the year ending 25 January 2014**

#### **STATUTORY AND OTHER INFORMATION**

Attached at the back of this report is a schedule of statutory and other information in respect of the company which is self explanatory

#### **RECEIPTS AND PAYMENTS ACCOUNT**

Attached is a summary of my receipts and payments account for the period covered by this and (where applicable) previous reports. All amounts shown are net of VAT unless otherwise indicated.

The following should be noted for the period covered by this report and read in conjunction with previous reports.

#### **ASSET REALISATIONS**

All asset realisations have been finalised and have been reported on in previous reports.

#### **CREDITORS AND DISTRIBUTIONS**

Attached is a schedule of all creditors included in the Statement of Affairs and claims received from creditors to date. Also shown are details of claims that have been admitted to date for distribution purposes. It is this Firm's general policy not to incur the costs of agreeing claims for distribution purposes until there are sufficient funds available for a distribution to be made to creditors.

The following should be noted:

##### **Secured Creditors**

There are no secured creditors.

##### **Preferential Creditors**

Preferential creditors were estimated in the Statement of Affairs at £3,175. Claims totalling £3,175 have been received to date. There will be no distributions made to preferential creditors due to a lack of funds.

##### **Prescribed Part**

In this case, the prescribed part under Section 176A of the Insolvency Act 1986 does not apply due to there being no qualifying floating charge holder.

##### **Unsecured Creditors**

Unsecured creditors were estimated in the Statement of Affairs at £17,758. Claims totalling £18,654 have been received to date as detailed in the attached schedule. There will be no distributions made to unsecured creditors due to a lack of available funds.

#### **INVESTIGATION INTO THE AFFAIRS OF THE COMPANY**

No further investigations have been required during the period covered by this report.

#### **PRE-APPOINTMENT REMUNERATION**

In accordance with a resolution passed by creditors at the first meeting of creditors held on 26 January 2011, a fee of £5,000 plus VAT and disbursements in respect of costs related to the

preparation of the Statement of Affairs and convening meetings of the members and creditors was approved by creditors

An additional fee of £1,000 plus VAT was also authorised by creditors in respect of the costs of the company's accountants for further assistance in the preparation of the Statement of Affairs and the preparation of management accounts

These costs have been paid by the director personally

## **LIQUIDATOR'S REMUNERATION**

My remuneration was previously authorised by creditors at the first meeting of creditors held on 26 January 2011 on a time cost basis. A schedule of current time cost rates is available from our website at [www.ipd-uk.com](http://www.ipd-uk.com) (Useful Stuff/Costs). Our time charge rates increase from time to time over the period of the administration of each insolvency case. Full details, including any increases in rates, are available from our website at [www.ipd-uk.com](http://www.ipd-uk.com) (Useful Stuff/Costs). Statement of Insolvency Practice 9 ("SIP9") provides guidance on what information creditors can expect to receive to support the Liquidator's remuneration and a copy of SIP9 was sent to creditors at the start of the liquidation. The information required by SIP9 has been included in this report, but a further copy of SIP9 is available from our website at [www.ipd-uk.com](http://www.ipd-uk.com) (Useful Stuff/Costs).

Attached is a summary of the hours spent by grade of staff on areas of work involved in this case to 25 January 2014. A total of 40.4 hours have been spent at an average rate of £174.36 per hour over the life of this case giving total time costs of £7,389.50. However, there are insufficient funds available for me to draw these costs and they will be written off on closure of the case.

In common with other sole practitioner firms, this firm only utilises the staff grades listed. It is not unusual for a significant quantity of work to be carried out by the office holder himself, particularly in cases of greater than normal complexity. Wherever possible, work is delegated to other available and suitable staff levels. All staff who have worked on this case have been charged at their appropriate rates.

## **Trading**

The company did not continue trading following my appointment and there have been no costs incurred in this respect.

## **LIQUIDATOR'S DISBURSEMENTS**

Disbursements (including Category 2 disbursements authorised by creditors at the first meeting of creditors held on 26 January 2011) are shown in the attached receipts and payments account which are self-explanatory.

The following agents or professional advisors have been utilised in this matter:

<b>Professional Advisor</b>	<b>Nature of Work</b>	<b>Fee Arrangement</b>
Hinson Parry	Valuer/Auctioneer	Percentage of realisations/time costs

The choice of professionals was based on my perception of their experience and ability to perform this type of work, the complexity and nature of the assignment and the basis of my fee arrangement with them. The fees charged have been reviewed and I am satisfied that they are reasonable in the circumstances of this case.

In addition to these costs, a total of £1,844.89 has been incurred to date by this firm in respect of disbursements specifically related to this case. None of these disbursements have been repaid to ipd. A breakdown of the total disbursements incurred is as follows:

	£
<b>Category 1</b>	
Statutory and Other Advertising	189 34
Bordereau	70 00
Company Searches	6 00
Room Hire (external)	136 50
Postage	82.55
Accountants fees	1,000 00
Travelling	17 60
<b>Category 2</b>	
Report costs	152 90
Storage/Archiving costs	90 00
IPS Software Charge	100 00
	<hr/>
	1,844 89
	<hr/>

## PAYMENT OF REMUNERATION AND DISBURSEMENTS

Remuneration and disbursements have been drawn in the appropriate reporting periods as shown in the attached receipts and payments account

## 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 Liquidator's remuneration and expenses, within 21 days of receipt of this report. Any secured creditor may request 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 and/or basis of the Liquidator's fees and the amount of any proposed expenses or expenses already incurred, within 8 weeks of receipt of this report. Any secured creditor may make a similar application to court within the same time limit

## SUMMARY

On a practical basis, the liquidation is complete. However the case cannot be closed until final tax clearances have been received, which have been applied for. Creditors will therefore receive either a further annual report or a final closing report as appropriate

If you would like further explanations on any aspect of my report, please telephone or write to me and I will be pleased to deal with any such enquiries



Martin Williamson  
Liquidator



**Foxford Services Limited**  
**(In Liquidation)**

**Summary of Receipts & Payments**

<b>RECEIPTS</b>	<b>Statement of Affairs (£)</b>	<b>From 26/01/2011 To 26/01/2013 (£)</b>	<b>From 27/01/2013 To 25/01/2014 (£)</b>	<b>Total (£)</b>
Book Debts	4,000 00	806 26	0 00	806 26
		<b>806.26</b>	<b>0.00</b>	<b>806 26</b>
<b>PAYMENTS</b>				
Agents/Valuers Fees (2)		350 00	0 00	350 00
Bank Charges		16 66	99 96	116 62
		<b>366.66</b>	<b>99 96</b>	<b>466.62</b>
<b>Net Receipts/(Payments)</b>		<b>439.60</b>	<b>(99 96)</b>	<b>339 64</b>
<b>MADE UP AS FOLLOWS</b>				
Vat Receivable		70 00	0 00	70 00
Current A/c		369 60	(99 96)	269 64
		<b>439.60</b>	<b>(99 96)</b>	<b>339 64</b>

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Martin Williamson  
Liquidator



ipd  
**Foxford Services Limited**  
**Creditor Claims Summary Report**

Key	Name	Rep. By	S of A £	Claim £	Agreed Claim £
CA00	Alan Sanday Limited		940 00	940 00	0 00
CB00	British Telecom plc WM 3463 7169		0 00	0 00	0 00
CD00	Leigh Darby		1,035 00	0 00	0 00
CD01	DataLifeline Europe Ltd		123 00	287 56	0 00
CF00	Fasthosts Internet Ltd		0 00	0 00	0 00
CH00	HM Revenue & Customs 586PA00106459		0 00	0 00	0 00
CH01	HM Revenue & Customs 727 7444 11		0 00	3,030 00	0 00
CH02	HM Revenue & Customs		0 00	0 00	Agreed Nil Claim
CH03	HM Revenue & Customs 586/XF00062		0 00	0 00	
CH04	HM Revenue & Customs 075 1754868 04 CVL		4,064 00	10,512 74	0 00
CH05	HM Revenue & Customs UTR 29977 21278		6,441 00	0 00	0 00
CH06	HM Revenue & Customs 727 7444 11		0 00	0 00	0 00
CH07	HSBC Bank plc 71275305/81424204		12 00	0 00	0 00
CH08	HSBC Bank plc 5473470106817590		1,136 00	0 00	0 00
CH09	Heart Internet Ltd		0 00	0 00	0 00
CH0A	H A Sheppard & Co Ltd FOXF02OC01/821148		0 00	0 00	0 00
CH0B	H A Sheppard & Co Ltd FOXF02PI01/17205		0 00	0 00	0 00
CH0C	Hiscox Underwriting Limited Policy HU PIB 1198739		0 00	0 00	0 00
CI00	ICUK Computing Services Ltd foxford		36 00	93 85	0 00
CK00	Knights Solicitors LLP		176 00	0 00	0 00
CL00	Lyreco UK Limited		0 00	0 00	0 00
CS00	Nicki & Alan Sanday		2,081 00	2,081 16	0 00
CU02	United Business Centres (Midlands) Limited		1,714 00	1,709 35	0 00
CW00	Jonathan Williams		0 00	0 00	0 00
EB00	Stephen Boot		0 00	0 00	0 00
EB01	Shelley Brydon-Darby		0 00	0 00	0 00
EL00	Peter Lewis		0 00	0 00	0 00
ES00	Stephanie Benson		0 00	0 00	0 00
<b>28 Entries Totalling</b>			<b>17,758 00</b>	<b>18,654.66</b>	<b>0.00</b>

# Time Entry - SIP9 Time & Cost Summary + Cumulative

FO9020 - Foxford Services Limited  
Project Code POST  
From 26/01/2013 To 25/01/2014

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)	Total Hours Cum (POST Only)	Total Time Costs Cum (POST Only)
Admin/Planning	0.30	0.00	0.00	0.00	0.30	67.50	225.00	6.30	771.50
Asset Realisations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.60	1,191.00
Creditors	2.10	0.00	0.00	0.00	2.10	480.50	228.81	17.50	3,446.00
Directors/Shareholders	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ERA/Employees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Estate Accounting	0.40	0.00	0.00	1.90	2.30	271.50	118.04	3.30	443.50
Investigations/D-Report	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7.30	1,486.50
Other Chargeable	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Statutory	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Taxation Matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.20	41.00
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Hours / Costs</b>	<b>2.80</b>	<b>0.00</b>	<b>0.00</b>	<b>1.90</b>	<b>4.70</b>	<b>819.50</b>	<b>174.36</b>	<b>40.40</b>	<b>7,389.50</b>
<b>Total Fees Claimed</b>						<b>0.00</b>			
<b>Total Disbursements Claimed</b>						<b>0.00</b>			

A general description of the time categories above is given below. Matters of a significant nature are detailed in the body of the report above.

**1 Administration and Planning**

- Preparing the documentation and dealing with the formalities of appointment
- Statutory notifications and advertising
- Preparing documentation required
- Dealing with all routine correspondence
- Maintaining physical case files and electronic case details on IPS
- Case bordereau
- Case planning, progress reviews and other administration

**2. Statutory**

- Undertaking work required for the filing/submission of statutory documents and returns
- Dealing with any other statutory matter

**3. Investigations**

- Review and storage of company books and records
- Prepare a return pursuant to the Company Directors Disqualification Act
- Conduct initial investigations in accordance with Statement of Insolvency Practice 2
- Further additional work in respect of matters highlighted from the initial SIP2 review

**4. Asset Realisations**

- Liaising with agents in respect of the realisation of the company's physical and other assets
- Work undertaken to realise recoverable assets identified from investigations
- Corresponding with debtors and attempting to collect outstanding book debts

**5 Trading**

- Work undertaken in conducting/supervising the continued trading of the company, including
- Employee matters
- Dealing with suppliers and customers
- Preparation of trading accounts
- All other matters related to trading

**6. Creditor Related**

- Dealing with creditor correspondence and telephone conversations
- Preparing reports to creditors
- Maintaining creditor information on IPS
- Reviewing and adjudicating on proofs of debt received from creditors

**7 Estate Accounting**

- Maintaining and managing the liquidator's cashbook and bank account
- Banking receipts and issuing payments related to liquidation matters
- Ensuring statutory lodgements and tax lodgement obligations are met.

**8. Taxation Matters**

- Liaising with tax advisors on all aspects of liquidation tax matters
- Preparing and submitting information for tax returns
- Dealing with VAT returns and refund claims

**9. Employee**

- Dealing with all employee matters including claims under the Employment Rights Act 1996
- Liaising with ERA agents

## **Statutory Information**

<b>Name of Company:</b>	Foxford Services Limited
<b>Registered Number:</b>	03709379
<b>Name Changes:</b>	None
<b>Registered Offices:</b>	Office 206 16 Parker Court Staffordshire Technology Park Stafford ST18 0WP  Changed to ipd on 10 January 2011
<b>Trading Address(es):</b>	Office 206 16 Parker Court Staffordshire Technology Park Stafford ST18 0WP
<b>Liquidator's Name</b>	Martin Williamson
<b>Liquidator's Address</b>	ipd Suite 1 Marcus House Park Hall Business Village Park Hall Road Stoke on Trent ST3 5XA
<b>Liquidator's Date of Appointment</b>	26 January 2011