

# LIQ13

## Notice of final account prior to dissolution in MVL



Companies House

FRIDAY



A13 \*A6ZF81F5\* 09/02/2018 #143  
COMPANIES HOUSE

<b>1</b>	<b>Company details</b>		<b>→ Filling in this form</b> Please complete in typescript or in bold black capitals.
Company number	6 1 4 4 8 0 2		
Company name in full	Offlink Limited		
<b>2 Liquidator's name</b>			
Full forename(s)	Martin Richard		
Surname	Buttriss		
<b>3 Liquidator's address</b>			
Building name/number	Alma Park, Woodway Lane		
Street	Claybrooke Parva		
Post town	Lutterworth		
County/Region	Leicestershire		
Postcode	L E 1 7 5 F B		
Country			
<b>4 Liquidator's name ①</b>			
Full forename(s)	Richard Frank		<b>① Other liquidator</b> Use this section to tell us about another liquidator.
Surname	Simms		
<b>5 Liquidator's address ②</b>			
Building name/number	Alma Park, Woodway Lane		<b>② Other liquidator</b> Use this section to tell us about another liquidator.
Street	Claybrooke Parva		
Post town	Lutterworth		
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## 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 0 d 6 m 0 m 2 y 2 y 0 y 1 y 8

**Offlink Limited  
(In Liquidation)  
Joint Liquidators' Summary of Receipts & Payments**

Declaration of Solvency £		From 19/07/2017 To 06/02/2018 £	From 19/07/2017 To 06/02/2018 £
	<b>ASSET REALISATIONS</b>		
90,991.37	Cash at Bank	90,985.12	90,985.12
275.00	Computer Equipment	275.00	275.00
	Bank Interest Gross	0.66	0.66
		<u>91,260.78</u>	<u>91,260.78</u>
	<b>COST OF REALISATIONS</b>		
	Preparation of S. of A.	500.00	500.00
	Office Holders Fees	2,000.00	2,000.00
	VAT	500.00	500.00
		<u>(3,000.00)</u>	<u>(3,000.00)</u>
	<b>UNSECURED CREDITORS</b>		
(3,556.00)	Directors Loan	3,556.00	3,556.00
(16.00)	H M Revenue & Customs (CT)	16.00	16.00
	Statutory Interest	0.22	0.22
(360.00)	Accountant Fees	240.00	240.00
		<u>(3,812.22)</u>	<u>(3,812.22)</u>
	<b>DISTRIBUTIONS</b>		
	Ordinary Shareholders	84,448.56	84,448.56
		<u>(84,448.56)</u>	<u>(84,448.56)</u>
<u>87,334.37</u>		<u>NIL</u>	<u>NIL</u>
	<b>REPRESENTED BY</b>		<u>NIL</u>

Note:

**Members Distribution**

A 1st Distribution was declared and paid at the rate of £800.00 per share on the 25 August 2017 and the total sum of £80,000.00 was distributed.

A 2nd Distribution was declared and paid at the rate of £41.73 per share on the 31 January 2018 and the total sum of £4,173.56 was distributed.

**Distribution in Specie**

A 1st Distribution in Specie was declared and paid at the rate of £2.75 per share on the 26 July 2017 and the total sum of £275.00 was distributed

**Creditors Distribution**

A 1st Creditors distribution was declared and paid at the rate of £3,556.00 share on the 08 September 2017 and the total sum of £3,556.00 was distributed

A 2nd Creditors distribution was declared and paid at the rate of £16.00 per share on 19 September 2017 and the total sum of £16.22 was distributed.

# LIQ13

## Notice of final account prior to dissolution in MVL



### 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 **Martin Richard Buttriss**

Company name **F A Simms & Partners Limited**

Address **Alma Park, Woodway Lane  
Claybrooke Parva**

Post town **Lutterworth**

County/Region **Leicestershire**

Postcode **L E 1 7 5 F B**

Country

DX

Telephone **01455 555 444**



### 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)

## **Offlink Limited – In Members' Voluntary Liquidation**

### **LIQUIDATORS' FINAL ACCOUNT TO MEMBERS TO 6 February 2018.**

#### **STATUTORY INFORMATION**

Company name:	Offlink Limited
Company number:	6144802
Trading address	32 Northwood Gardens, Gants Hill, Ilford, Essex, IG5 0AJ
Registered office:	F A Simms & Partners Limited Alma Park, Woodway Lane Claybrooke Parva Leicestershire, LE17 5FB
Former registered office:	32 Northwood Gardens Gants Hill Ilford Essex IG5 0AJ
Principle trading activity:	Electrical Design
Joint Liquidators' names:	Martin Richard Buttriss and Richard Frank Simms
Joint Liquidators' address:	Alma Park, Woodway Lane, Claybrooke Parva, Lutterworth, Leicestershire, LE17 5FB
Date of appointment:	19 July 2017
Actions of Joint Liquidators':	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.

#### **EXECUTIVE SUMMARY**

My duties and functions as Liquidator are the realisations of the Company's assets, the agreement and payment of the claims of creditors, the Company's affairs generally, and the eventual distribution of the Liquidation funds between the shareholders in accordance with their legal entitlements. This section is a summary of my report although more detail about the assets and liabilities of the Company and my fees and expenses are set out in my report below.

We would advise that as Insolvency Practitioners we are bound by the Insolvency Code of Ethics.

We confirm that no threats have been identified to our compliance with the fundamental principles and safeguards.

The purpose of this report is to provide a final draft report to members and to put members on notice of the Joint Liquidators intention to resign and seek release from office. The report details the acts and dealing of the Joint Liquidators and should be read in conjunction with previous correspondence to members.

## **LIQUIDATORS' ACTIONS SINCE APPOINTMENT**

Richard Frank Simms and Martin Richard Buttriss were appointed as Joint Liquidators of Offlink Limited on 19 July 2017.

Since appointment the Joint Liquidators have been dealing with Creditor correspondence, have reviewed claims received and paid creditors in full.

The Joint Liquidators realised all Company Assets, full details of which are provided within the Asset section later in the report.

There is certain 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 Liquidator is contained in Appendix 2.

## **RECEIPTS AND PAYMENTS ACCOUNT**

My Receipts & Payments Account for the period from 19 July 2017 to 6 February 2018 is attached at Appendix 1.

## **ASSET REALISATIONS**

### **Cash at Bank**

The Declaration of Solvency indicated that at the date of Liquidation the Company bank account had a credit balance of £90,991.37. Upon appointment a sum of £90,985.12 was received into the Liquidation estate in this matter.

### **Computer Equipment**

The Company's Computer equipment was valued at £275.00, and was distributed in specie to shareholders.

### **Bank Interest**

Since the appointment all funds have been held in an interest bearing account and interest totalling £0.66 has been received.

## **LIABILITIES**

### **Secured Creditors**

An examination of the Company's mortgage register held by the Registrar of Companies, showed that the Company has no current charges over its assets.

### **Preferential Creditors**

The Declaration of Solvency anticipated £nil in preferential creditors, and no claims were received.

### **Crown Creditors**

The Declaration of Solvency included £16.00 owed to HMRC. HMRC's final claim of £16.00 has been received. A dividend of 100p in the £, plus statutory interest, was paid to HMRC on 19 September 2017 totalling £16.22.

### **Non-Preferential Unsecured Creditors**

The Declaration of Solvency included two non-preferential unsecured creditors with an estimated total liability of £ 3,916.00. I have received claims from two creditors at a total of £3,796.00. A first and final dividend of 100p in the £, totalling £3,796.00 was paid to creditors on 8 September 2017.

### **Share Capital**

All creditors have been paid in full together with statutory interest, and the following distributions have been made to the members:

<b>Date</b>	<b>Amount distribution</b>	<b>Rate of distribution per share</b>
25 August 2017	£80,000.00	£800.00 per share
31 January 2018	£4,173.56	£41.73 per share

### **Distribution in Specie**

<b>Date</b>	<b>Amount distribution</b>	<b>Rate of distribution per share</b>
26 July 2017	£275.00	£2.75 per share

The Company issued 100 Ordinary £1 shares and has two shareholders; Mrs June Copley and Mr Richard Copley.

### **PRE-APPOINTMENT REMUNERATION**

The Board previously authorised the payment of a fee of £500.00 plus VAT for preparing the Declaration of Solvency, producing and circulating the notices for the meeting of members prior to my appointment at a meeting held on 19 July 2018.

The fee for the Declaration of Solvency and convening the meeting was paid on appointment, and is included in the enclosed Receipts and Payments Account.

### **LIQUIDATOR'S REMUNERATION**

My remuneration was previously authorised by members at a meeting held on 19 July 2017 on a fixed fee basis of £2,000.00 plus VAT. This fee has been drawn in full.

A copy of 'A Members' Guide to Liquidators' Fees', together with an explanatory note which shows F A Simms and Partners Ltd's fee policy are available at the link [www.fasimms.co.uk/download](http://www.fasimms.co.uk/download). A hard copy of both documents can be obtained on request from the address below.

### **LIQUIDATORS' EXPENSES**

In the whole of the Liquidation I have incurred total expenses of £407.77. These expenses are included in the Liquidators Fixed Fee.

I have incurred the following category 1 expenses in the period since my appointment as Liquidator.

Type of expense	Amount incurred/ accrued in the reporting period
Insolvency Bond	£138.00
It Charge	£25.00
Statutory Advertising	£244.77

All category 2 disbursements incurred since my appointment as Liquidator are included in the Liquidators Fixed Fee.

No other professional advisors have been used in this Liquidation.

  
**Martin Richard Buttriss**  
**JOINT LIQUIDATOR**



**Offlink Limited  
(In Liquidation)  
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1. Administration and Planning

- 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/electronic 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 a general meeting of members (as applicable).
- Dealing with all routine correspondence and emails relating to the case.
- Opening, maintaining and managing the office holder's estate bank account.
- Creating, maintaining and managing the office holder's cashbook.
- Undertaking regular bank reconciliations of the bank account containing estate funds.
- 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.
- Preparing, reviewing and issuing annual progress reports to creditors and members.
- 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 the draft final account to members.
- Issuing the final account to members
- Filing the final account at Companies House.

2. Creditors

- Dealing with creditor correspondence, emails and telephone conversations regarding their claims.
- Maintaining up to date creditor information on the case management system.

## Notice to accompany Final Account

OFFLINK LIMITED ("the Company") - In Members' Voluntary Liquidation

(Company Number 6144802)

**NOTICE IS GIVEN** to the members of the above-named Company by Martin Richard Buttriss and Richard Frank Simms under rule 5.10 of The Insolvency (England and Wales) Rules 2016 that:

1. the Company's affairs have been fully wound up;
2. the Joint Liquidators' having delivered copies of the final account to the members must, within 14 days of the date on which the final account is made up, deliver a copy of the account to the Registrar of Companies;
3. the Joint Liquidators' will vacate office under section 171(6) of The Insolvency Act 1986, and be released under section 173(2)(d) on delivery of the final account to the Registrar of Companies.

Members requiring further information regarding the above, should either contact me at Alma Park, Woodway Lane, Claybrooke Parva, Lutterworth, Leicestershire, LE17 5FB, or contact Michelle Collier by telephone on 01455 555 444, or by email at [mcollier@fasimms.com](mailto:mcollier@fasimms.com).

Signed

  
Martin Richard Buttriss, Liquidator

Dated: 6 February 2018