In accordance with Rule 18.7 of the Insolvency (England & Wales) Rules 2016 and Sections 92A, 104A and 192 of the Insolvency Act 1986.

LIQ03

Notice of progress report in voluntary winding up

Companies House

For further information, please refer to our guidance at www.gov.uk/companieshouse

1 Company details

Company number	0 6 3 1 0 6 9 0
Company name in full	Norjan (Properties) Limited

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

2 Liquidator's name

Full forename(s)	Jamie
Surname	Playford

3 Liquidator's address

Building name/number	Lawrence House
Street	5 St Andrews Hill
Post town	Norwich
County/Region	
Postcode	N R 2 1 A D
Country	

4 Liquidator's name ❶

Full forename(s)	
Surname	

❶ **Other liquidator**
Use this section to tell us about another liquidator.

5 Liquidator's address ❷

Building name/number	
Street	
Post town	
County/Region	
Postcode	
Country	

❷ **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	28 07 2020
To date	27 07 2021

7 Progress report

☑ The progress report is attached

8 Sign and date

Liquidator's signature	Signature X X
Signature date	17 09 2021

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: Jamie Playford

Company name: Leading Business Services Ltd

Address: Lawrence House
5 St Andrews Hill

Post town: Norwich

County/Region:

Postcode: N R 2 1 A D

Country:

DX:

Telephone: 01603 552028

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

Norjan (Properties) Limited
(In Liquidation)
Liquidator's Summary of Receipts & Payments

Statement of Affairs £		From 28/07/2020 To 27/07/2021 £	From 28/07/2020 To 27/07/2021 £
	ASSET REALISATIONS		
Uncertain	Book Debts	NIL	NIL
Uncertain	VAT Refund	3,286.00	3,286.00
2,500.00	Cash Held on Appointment	2,500.02	2,500.02
	Recoveries from Director	47,000.00	47,000.00
		52,786.02	52,786.02
	COST OF REALISATIONS		
	Section 100 Fees	2,500.00	2,500.00
	Section 100 Disbursements	84.75	84.75
	Liquidator's Fees	30,812.50	30,812.50
	Liquidator's Disbursements	319.50	319.50
		(33,716.75)	(33,716.75)
	FLOATING CHARGE CREDITORS		
(181,400.00)	Floating Charge Creditor	NIL	NIL
		NIL	NIL
	UNSECURED CREDITORS		
(3,000.00)	HM Revenue & Customs - PAYE/NIC	NIL	NIL
(52,000.00)	Directors	NIL	NIL
(8,000.00)	2 Employees' Unsecured Claims	NIL	NIL
(19,000.00)	Banks/Finance Companies	NIL	NIL
(69,877.71)	Trade Creditors	NIL	NIL
(42,000.00)	1 Consumer Creditor	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(2.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(372,779.71)		**19,069.27**	**19,069.27**
	REPRESENTED BY		
	Vat Receivable		1,002.50
	Designated Client Account		12,842.87
	Vat Control Account		5,223.90
			19,069.27

Note:
The above figures do not include VAT. Where the entity was not VAT registered, VAT payable is shown as a separate entry in VAT Irrecoverable.

Jamie Playford
Liquidator

NORJAN (PROPERTIES) LTD - IN LIQUIDATION

Liquidator's Progress Report

For the period 28 July 2020 to 27 July 2021

Contents

1. Introduction

The purpose of this report is to detail the acts and dealings of the Liquidator and it should be read in conjunction with previous reports to creditors.

I was appointed Liquidator of the Company on 28 July 2020.

Since 1 January 2021, I have been licensed to act as an Insolvency Practitioner in the UK by the Institute of Chartered Accountants in England and Wales and prior to that date I was licensed by the Insolvency Practitioners Association.

I confirm that there has been no change in office-holder since the date of the liquidation.

Statutory information regarding the Company is provided at Appendix 1.

2. Progress

<u>Administration</u>

A summary of the Liquidator's administrative duties are detailed at Appendix 2 of this report.

<u>Assets</u>

According to the Statement of Affairs lodged in these proceedings, the assets of the Company had an estimated value of £2,500.00, which comprised principally of cash held on appointment.

The progress of realisation of these assets for the period of this report is detailed below.

Book Debts

The Statement of Affairs included book debts with a book value of £150,000.00 and an uncertain estimated realisable value.

This book debt relates to one debt owing by Via Properties Ltd and is disputed. Furthermore, the debtor has submitted a counterclaim in the Liquidation.

The debtor's counterclaim is related to our investigations referred to below and until our investigations are concluded it is uncertain whether any realisations will be made in respect of this asset.

VAT Refund

The Statement of Affairs included a VAT refund with a book value of £10,000.00 and an uncertain estimated realisable value.

To date I have received the sum of £3,268.00 in respect of this asset. I am continuing to liaise with HM Revenue & Customs to determine whether further funds are due to the Company in respect of the same.

Cash Held on Appointment

The Statement of Affairs included cash held on appointment with an estimated realisable value of £2,500.00.

Prior to my appointment the Director transferred the balance of £2,500.00 to my insolvency client account.

No further realisations are expected in respect of this asset.

Recoveries from Director

Whilst the Company was trading the Director obtained a bounceback loan from Lloyds Bank plc of £47,000. Following receipt of the loan these funds were transferred to the Director of the Company.

During the Liquidation I liaised with the Director to arrange for these funds to be returned to the Company, and as such I have received the sum of £47,000.00 from the Director in this regard.

I am continuing to conduct my investigations in the Liquidation to determine whether additional sums are recoverable from the Director.

3. Investigations

An initial investigation into the Company's affairs was undertaken to establish whether there were any potential asset recoveries or conduct matters that justified further investigation.

During my investigations I have identified matters that justify further investigation, and which may result in asset recoveries. I am currently unable to provide specific details of these investigations at present as to do so might prejudice my position.

A report on the conduct of any individuals, who have been directors of the Company in the three years prior to the insolvency, is required to be submitted to the Secretary of State within three months of my appointment. I confirm that this has been submitted, however the content of this report is confidential.

4. Costs and Expenses

A Receipts & Payments Account for the period covered by this report and the liquidation in its entirety is enclosed at Appendix 3. Receipts relating to asset realisations have been detailed in the progress section above. Information in relation to the costs and expenses of the liquidation are detailed below.

Pre-Appointment Costs

At a creditors' decision procedure held on 19 October 2020 it was resolved that the Liquidator's fee in relation to the assisting the directors with preparing the Statement of Affairs be fixed at £2,500.00 plus VAT. I have drawn all of these costs.

The fixed fee is considered to be fair and reasonable as it provides creditors with certainty as to the level of the fee to be charged for this work. Further, the Liquidator considers that the fee is commensurate with the amount of work required to carry out these activities in their professional experience.

Pre-Appointment Expenses

Expenses incurred in relation to the virtual meeting to place the Company into liquidation are shown in the table below. I have drawn all of these disbursements. All disbursements are shown exclusive of VAT, where applicable.

Nature of Expenses	**Provided by**	**Incurred**
		£
Statutory Advertising	Courts Advertising	84.75
Total		**84.75**

Liquidator's Remuneration

Numerous activities have been undertaken in administering the liquidation. A summarised list of these activities is attached at Appendix 2 for your information.

On 19 October 2020 creditors agreed the basis upon which I was to be remunerated. A resolution was passed that I be remunerated on the basis of time properly spent by me and my staff in attending to matters arising in the administration of the liquidation. A fee estimate of £48,325.00 was provided when seeking the resolution.

My time costs for the period from 28 July 2020 to 27 July 2021 total £30,975.00 represented by 120.30 hours at an average hourly rate of £257.48. The sum of £30,812.50 has been drawn to date. A breakdown of these time costs is enclosed at Appendix 4.

As set out above, a fee estimate was agreed by creditors to limit my liquidator's fees to £48,325.00 plus VAT. It is not anticipated that time costs will exceed the amount provided in the fee estimate.

Liquidator's Expenses

My category 1 disbursements paid for the period up to the end of this report are detailed below. The basis of these disbursements were approved at the creditors' meeting held on 19 October 2020. The sum of £319.50 has been drawn in respect of these disbursements.

Nature of expenses	Provided by	Incurred this period	Incurred to date
		£	£
Statutory Advertising	Courts Advertising	169.50	169.50
Insolvency Bond	Marsh	150.00	150.00
Total		**319.50**	**319.50**

5. Outcome for Creditors

The following table shows the claims disclosed on the Statement of Affairs, the claims received to date, and the current projected dividend:

	Statement of Affairs	Claims received	Dividend paid to date	Projected further dividend
	£	£	p/£	p/£
Fixed Charge	-	-	-	-
Preferential	-	-	-	-
Floating Charge	181,400.00	251,418.22	Nil	Uncertain
Unsecured	193,877.71	159,922.57	Nil	Uncertain
Total	**375,277.71**	**411,340.79**		

Due to the nature of the assets involved in this case it is currently unknown whether there will be dividends payable to creditors in the Liquidation.

If creditors have not yet done so, a proof of debt form is available at Appendix 5 of this report to enable you to submit your claim to rank for dividends.

6. Further Information

As a creditor, you have a right to request further information with regard to any aspect of this report or to challenge my fees and expenses. If you require further information, please do not hesitate to contact me.

If you require any further information, please make a request in writing within 21 days of receipt of this report. I shall provide this information within 14 days of the request unless it is considered that:

1. The time and costs involved in preparing the information would be excessive; or
2. Disclosure would be prejudicial to the conduct of the liquidation or might be expected to lead to violence against any person.

If you are not satisfied with my response, you have the right to request further information from me with regard to my remuneration and expenses, with either the permission of the Court or with a collective request from 10% in value of unsecured creditors. This request must be made within eight weeks of receipt of this report.

Further, creditors have the right to apply to Court to challenge the amount of, or the basis of, my remuneration and expenses, with either the permission of the Court or with a collective request from 10% in value of unsecured creditors. This application must be made within eight weeks of receipt of this report.

7. Conclusion

As set out in further detail throughout this report, I am currently unable to conclude the liquidation as the following matters are outstanding:

- I am still conducting my investigations in the Liquidation with a view to recovering sums for the benefit of creditors;
- Should my investigations result in realisations, I will take steps to declare dividends to creditors; and
- Once the above matters are finalised, I will be required attend to taxation and other administrative matters in the Liquidation.

The next report will either be to conclude the liquidation or will be issued within two months of the next anniversary.

If you have any queries, please contact Brandon Herod at this office.

Jamie Playford
Liquidator

17 September 2021

Jamie Playford FABRP MIPA and Alex Dunton MABRP are Insolvency Practitioners licensed to act in the UK by the ICAEW. When acting as Administrator(s), the affairs, business and property f the Company are being managed by the Administrator(s) who act as agents of the Company and contract without personal liability.

Appendix 1

<u>Statutory Information</u>

Client Information

Name:	Norjan (Properties) Ltd
Previous Names:	-
Registered Address:	Lawrence House, 5 St Andrews Hill, Norwich, Norfolk, NR2 1AD
Former Registered Address:	75 Aston Road, Shifnal, TF11 8DU
Trading Names:	Norjan (Properties) Ltd
Trading Address:	Thornberry House, Horton Lane, Horton, Telford, Shropshire, TF6 6DR
Principal Trading Activity:	Development of building projects

Company Information (where relevant):

Registered Number:	06310690
Date of Incorporation:	12 July 2007

Court Information (where relevant):

Court:	-
Court Number:	-

Appointment Details

Type of Insolvency:	CVL
Name of Officeholder(s):	Jamie Playford
Address of Officeholder(s):	Leading, Lawrence House, 5 St Andrews Hill, Norwich, NR2 1AD
Date of Appointment:	28 July 2020
IP Number(s):	9735
Authorising Body:	ICAEW

Your Right to Opt Out from Receiving Documents

As a creditor, you have a right to elect to opt out from receiving documents relating to this insolvency from the Officeholder. However, even if you do choose to opt out there are certain documents that you will still receive; these being:

- Any notices which the Insolvency Act 1986 requires to be delivered to all creditors without expressly excluding opted-out creditors;
- Any notices of a change in the Officeholder or the contact details for the Officeholder; and
- Any notices relating to distributions, intended distributions and notices required to be given by court order.

Please also note that:

- Opting-out will not affect your entitlement to receive dividends, should any be paid to creditors;

- Unless the Insolvency Rules provide otherwise, opting-out will not affect any right you may have to vote in a decision procedure or participate in a deemed consent procedure, although you will not receive notice of it; and

- Should you elect to opt-out of receiving any future documents, you will be treated as having opted out with respect to any consecutive insolvency proceedings.

If you wish to elect to opt out from receiving documents, please state so on the enclosed proof of debt form. Should you subsequently wish to cease being an opted-out creditor, please inform my office in writing.

Jurisdiction

The insolvent is based in the United Kingdom. The proceedings flowing from the appointment will be COMI proceedings.

Data Protection

Information about the way that we will use, and store personal data on insolvency appointments can be found at the link below. If you are unable to download this, please contact us and a hard copy will be provided to you free of charge.

https://leading.shortcm.li/privacy

Creditors Rights

A copy of 'A Creditors Guide to Officeholder Fees' may be found at the link below. Please visit the link and select the document that relates to CVL.
https://leading.shortcm.li/R3FeeGuides

Should you wish to lodge a claim in these proceedings, please complete and return the proof of debt form which can be found at the link below:

https://leading.shortcm.li/Proof-of-Debt

Retention of Title
If you believe that you have delivered goods to the Company on sale or return, or without a retention of title clause you must contact this office within five business days of this letter to ensure that any such assets are held in trust pending review of your claim to title.

I cannot be held responsible for any failure to bring this to my attention after the period.

Ethical Issues and Complaints

I am required to advise you that I am bound by the Insolvency Code of Ethics on all insolvency matters and must remain independent at all times. We give high priority to client service and are keen to ensure that the quality of this is maintained.

If at any time you would like to discuss how the firm's service to you could be improved, or if you are dissatisfied with any element of the service you are receiving, please contact me as soon as possible so that I may discuss our complaints policy with you.

A copy of our complaints policy can be found at the following link:

https://leading.shortcm.li/Complaints-Policy

Investigations

Where an entity is insolvent, I am required to undertake certain investigations into the period of trade prior to insolvency which may establish the cause of insolvency and may raise questions which require further information. To assist me in this, if you feel you have any information that is relevant to my investigations, please complete the creditors' questionnaire available at the link below. This does not apply to Members' Voluntary Liquidations.

https://leading.shortcm.li/Creditor-Questionnaire

Charge-out Rates and Disbursement Policy

A copy of this firms charge-out rate and disbursement policy may be found at:

https://leading.shortcm.li/SIP9

Appendix 2

Summary of Liquidator's Activities

A summarised list of activities undertaken in this liquidation is detailed below.

Staff of different levels will be involved in these activities dependent upon the level of experience required in order to keep costs to an appropriate level.

Administration & Planning

- Filing the relevant notices upon appointment
- Circulating notices to creditors, members, employees and other stakeholders advising of the appointment
- Regular case reviews
- Reviewing the circumstances of the case to determine the appropriate strategy

Realisation of Assets

- Safeguarding assets
- Uplifting of company documents
- Dealing with outstanding pre-appointment HMRC returns

Creditors

- Maintaining a list of creditors claims

Cashiering

- Opening an appropriate bank account
- Obtaining a specific bond
- Monthly bank statement reconciliations
- Dealing with receipts into the account
- Dealing with payments out of the account
- Post appointment VAT returns

Norjan (Properties) Limited
(In Liquidation)
Liquidator's Summary of Receipts & Payments
To 27/07/2021

S of A £		£	£
	ASSET REALISATIONS		
Uncertain	Book Debts	NIL	
Uncertain	VAT Refund	3,286.00	
2,500.00	Cash Held on Appointment	2,500.02	
	Recoveries from Director	47,000.00	
			52,786.02
	COST OF REALISATIONS		
	Section 100 Fees	2,500.00	
	Section 100 Disbursements	84.75	
	Liquidator's Fees	30,812.50	
	Liquidator's Disbursements	319.50	
			(33,716.75)
	FLOATING CHARGE CREDITORS		
(181,400.00)	Floating Charge Creditor	NIL	
			NIL
	UNSECURED CREDITORS		
(3,000.00)	HM Revenue & Customs - PAYE/NIC	NIL	
(52,000.00)	Directors	NIL	
(8,000.00)	2 Employees' Unsecured Claims	NIL	
(19,000.00)	Banks/Finance Companies	NIL	
(69,877.71)	Trade Creditors	NIL	
(42,000.00)	1 Consumer Creditor	NIL	
			NIL
	DISTRIBUTIONS		
(2.00)	Ordinary Shareholders	NIL	
			NIL
(372,779.71)			19,069.27
	REPRESENTED BY		
	Vat Receivable		1,002.50
	Designated Client Account		12,842.87
	Vat Control Account		5,223.90
			19,069.27

Note:
The above figures do not include VAT. Where the entity was not VAT registered, VAT payable is shown as a separate entry in VAT Irrecoverable.

Jamie Playford
Liquidator

Time Entry - SIP9 Time & Cost Summary

N021 - Norjan (Properties) Limited
All Post Appointment Project Codes
From: 28/07/2020 To: 27/07/2021

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Administration & Planning	0.60	4.30	8.80	15.00	28.70	7,385.00	257.32
Case Specific Matters	0.00	0.00	0.00	2.60	2.60	520.00	200.00
Creditors	0.30	9.80	5.10	11.80	27.00	7,450.00	275.93
Investigations	0.00	9.30	8.80	36.30	54.40	13,295.00	244.39
Realisation of Assets	0.00	0.40	6.00	1.20	7.60	2,325.00	305.92
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Hours	0.90	23.80	28.70	66.90	120.30	30,975.00	257.48
Total Fees Claimed						30,812.50	
Total Disbursements Claimed						319.50	

Rule 14.4 **N021**

PROOF OF DEBT - GENERAL FORM

In the matter of Norjan (Properties) Limited

and in the matter of The Insolvency Act 1986

1.	Name of Creditor	
2.	Address of Creditor	
3.	Contact Details of Creditor	Phone____________________ Email____________________
4.	Bank Details for Creditor	
5.	Account Number/Reference of Creditor	Sort Code: A/C No: Ref:
6.	Total amount of claim, including any Value Added Tax and outstanding uncapitalised interest as at the date of liquidation.	£
7.	Details of any document by reference to which the debt can be substantiated. [Note the liquidator may call for any document or evidence to substantiate the claim at his discretion]	
8.	If the total amount shown above includes Value Added Tax, please show:- (a) amount of Value Added Tax (b) amount of claim NET of Value Added Tax	 £ £
9.	If total amount above includes outstanding uncapitalised interest please state amount	£
10.	If you have filled in both box 6 and box 8, please state whether you are claiming the amount shown in box 6 or the amount shown in box 8(b)	
11.	Give details of whether the whole or any part of the debt falls within any (and if so which) of the categories of preferential debts under section 386 of, and schedule 6 to, the Insolvency Act 1986 (as read with schedule 3 to the Social Security Pensions Act 1975)	Category Amount(s) claimed as preferential £
12.	Details of any reservation of title in relation to goods which the debt relates	
13.	Particulars of how and when debt incurred.	
14.	Particulars of any security held, the value of the security, and the date it was given	£
15.	Signature of creditor or person authorised to act on his behalf	
16.	Name in BLOCK LETTERS	
17.	Position with or relation to creditor	
18.	Would you like to opt out of future correspondence?	YES / NO
19.	Dated	