

LIQ03

Notice of progress report in voluntary winding up



Companies House

MONDAY



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A17

15/01/2018

#164

COMPANIES HOUSE

1 Company details

Company number 0 6 5 3 3 4 2 3

Company name in full Trotton Place Associates Limited

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

2 Liquidator's name

Full forename(s) Mark

Surname Newman

3 Liquidator's address

Building name/number 4 Mount Ephraim Road

Street

Post town Tunbridge Wells

County/Region Kent

Postcode T N 1 1 E E

Country

4 Liquidator's name

Full forename(s) Vincent John

Surname Green

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

5 Liquidator's address

Building name/number 4 Mount Ephraim Road

Street

Post town Tunbridge Wells

County/Region Kent

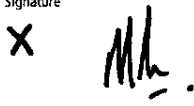
Postcode T N 1 1 E E

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	^d 0	^d 2	^m 0	^m 8	^y 2	^y 0	^y 1	^y 6					
To date	^d 0	^d 1	^m 0	^m 8	^y 2	^y 0	^y 1	^y 7					
7	Progress report												
									<input checked="" type="checkbox"/> The progress report is attached				
8	Sign and date												
Liquidator's signature	Signature 								X				
Signature date	^d 1	^d 0	^m 0	^m 1	^y 2	^y 0	^y 1	^y 8					

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	Mark Newman
Company name	CCW Recovery Solutions
Address	4 Mount Ephraim Road
Post town	Tunbridge Wells
County/Region	Kent
Postcode	T N 1 1 E E
Country	
DX	
Telephone	01892 700200



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

Trotton Place Associates Limited
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments

Declaration of Solvency £		From 02/08/2016 To 01/08/2017 £	From 02/08/2010 To 01/08/2017 £
	ASSET REALISATIONS		
210,976.00	Cash at Bank	NIL	209,245.05
	Bank Interest Gross	0.58	6.74
		<u>0.58</u>	<u>209,251.79</u>
	COST OF REALISATIONS		
	Specific Bond	NIL	260.00
	Joint Liquidators' Fees	NIL	8,966.75
	Joint Liquidators' Disbursements	NIL	97.70
	Legal Fees (1)	NIL	2,467.05
	VAT	NIL	2,043.11
	Bank Charges	NIL	63.00
		<u>NIL</u>	<u>(13,897.61)</u>
	DISTRIBUTIONS		
	Ordinary Shareholders	NIL	192,429.71
		<u>NIL</u>	<u>(192,429.71)</u>
<u>210,976.00</u>		<u>0.58</u>	<u>2,924.47</u>
	REPRESENTED BY		
	Bank 2 Current - SVENSKA		2,924.47
			<u>2,924.47</u>

Note:



Mark Newman
Joint Liquidator

Trotton Place Associates Limited
(in Members' Voluntary Liquidation)
JOINT LIQUIDATORS' PROGRESS REPORT TO MEMBERS
For the period 2 August 2016 to 1 August 2017

STATUTORY INFORMATION

Company Name:	Trotton Place Associates Limited
Registered Number:	06533423
Registered Office:	4 Mount Ephraim Road, Tunbridge Wells, Kent, TN1 1EE
Former Registered Office(s):	Jaeger House, 5 Clanricarde Gardens, Tunbridge Wells, Kent TN1 1PE 35 Lavant Street, Petersfield, Hampshire GU32 3EL
Joint Liquidators:	Vincent John Green and Mark Newman
Joint Liquidators' Address:	4 Mount Ephraim Road, Tunbridge Wells, Kent, TN1 1EE
Date of Appointment:	2 August 2010
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.

Apology from the Joint Liquidators

There is a statutory requirement for the Joint Liquidators to provide an annual progress report to members. Due to a failing in the case management system for this liquidation no previous reports have been circulated to the members. For this failing, the Joint Liquidators provide their sincere apologies and regret any inconvenience that may have been caused by this.

Period of the Report

The year covered by this report is for the period 2 August 2016 to 1 August 2017.

Receipts for the year ending 1 August 2017

During the seventh year of the liquidation bank deposit interest was received of £0.58.

There were no payments during this period.

LIABILITIES

Secured Creditors

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

Preferential Creditors

The Declaration of Solvency did not show any preferential creditors and no such claims have been received during the course of the liquidation.

Non-preferential unsecured Creditors

The Declaration of Solvency did not show any unsecured creditors and no such claims have been received during the course of the liquidation.

Share Capital

As previously reported, the following is a summary of the distributions that were made to the shareholder in the liquidation.

Name of Shareholder	Shareholding	Date paid	Asset	Amount
Timothy C M Parker	100%	22 December 2010	Cash	£142,429.71
Timothy C M Parker	100%	27 January 2011	Cash	£50,000.00
Totals:				£192,429.71

This represents a distribution to the shareholder of £192,429.71 per Ordinary £1 share.

Joint Liquidators' Fees

At the general meeting of members held on 2 August 2010, the following resolution was passed in relation to the Joint Liquidators' on-going fees:

"THAT the Joint Liquidators' remuneration shall be fixed by reference to the time properly given by the Liquidators and their staff in attending to matters arising in the winding-up, including those falling outside their statutory duties undertaken at the request of members, with authority being given for the Joint Liquidators to draw sums on account from time to time".

In the period to 1 August 2017, we had drawn fees of £8,966.75 plus VAT.

Our total time costs to 10 November 2017 amount to £9,966.75, representing 52.94 hours at a blended charge out rate of £188.27 per hour. In the period from 10 November 2017 to the date of circulating this report no further fees have been drawn.

A detailed schedule of time costs incurred to date is enclosed.

A copy of 'A Members' Guide to Liquidators' Fees', together with an explanatory note which shows CCW Recovery Solutions' fee policy are enclosed.

Joint Liquidators' Disbursements

We have incurred expenses to 10 November 2017 of £1,207 since 2 August 2010 as follows:

Type of expense	Amount incurred in the reporting period	Amount paid in the reporting period
Specific Bond	£280.00	£260.00
Bank Charges	£63.00	£63.00
Travel	£97.70	£97.70
Company Search	£15.00	£Nil
Statutory Advertising	£283.18	£Nil

I have used the following agents or professional advisors in the reporting period:

Professional Advisor	Nature of Work	Basis of Fees
De Pinna Notaries	Legal Advice	A fee of £2,000.00 plus disbursements of £467.05 plus VAT.

The choice of professionals was based on my perception of their experience and ability to perform this type of work and the complexity and nature of the assignment. I also considered that the basis on which

they will charge their fees represented value for money. I have reviewed the charges they have made and am satisfied that they are reasonable in the circumstances of this case.

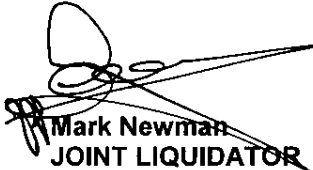
FURTHER INFORMATION

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.

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 of remuneration charged by the Joint Liquidators as being excessive, and/or the basis of the Joint Liquidators' remuneration, and/or the amount of the expenses incurred as being excessive, within 8 weeks of their receipt of this report.

The Liquidation will remain open until tax clearance has been received. I will also make arrangements to pay the final distribution to the shareholder. I estimate that this will take approximately 6 months and once resolved the Liquidation will be finalised and our files will be closed.

If members have any queries regarding the conduct of the Liquidation, or if they want hard copies of any of the documents made available on-line, they should contact Steven Edwards on 01892 700200, or by email at recoverysolutions@crowecw.co.uk.



Mark Newman
JOINT LIQUIDATOR

Trotton Place Associates Limited
(In Liquidation)
Joint Liquidators' Abstract of Receipts & Payments

Statement of Affairs		From 02/08/2016 To 01/08/2017	From 02/08/2010 To 01/08/2017
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	Bank Interest Gross	0.58	6.74
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REPRESENTED BY			
	Bank 2 Current - SVENSKA		2,924.47
			<u>2,924.47</u>

Note:


Mark Newman
Joint Liquidator

Administration

- 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 case files.
- Setting up the case on the practice's electronic case management system and entering data.
- Issuing the statutory notifications 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 the Member (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.
- Preparing, reviewing and issuing this progress report to the Member.
- Filing returns at Companies House.
- Preparing and filing Corporation Tax returns.

Creditors

- Issuing a notice to claim and placing an appropriate gazette notice.

Realisation of Assets

- Recovering the Company's cash at bank.

Case Specific 1 - Work Carried Out in Advance of the Liquidation

- Drafting documents.
- Circulating paperwork.
- Emails between all the parties and the meeting of the member.

Shareholder's Distributions

- Processing distributions to the shareholder, incorporating cash distributions.
- Corresponding with the shareholder.

Trotton Place Associates Limited

Time Cost Summary for the period from 2 August 2016 to 1 August 2017

	Partner	Manager	Case Administrator	Support Staff	Total Hours	Time Cost £	Average Hourly Rate £
Administration and Planning							
Case Accounting			1.30		1.30	143.00	110.00
Realisation of Assets							
Case Specific Matters							
Total Hours	0.00	0.00	1.30	0.00	1.30		
Total Cost	-	-	143.00	-		143.00	
Average Hourly Rate	-	-	110.00	-			110.00

Joint Liquidators' Fees drawn from estate funds in accordance with time cost resolution approved at the meeting of creditors on 2 August 2010

£8,966.75

Trotton Place Associates Limited

Time Cost Summary for the period to 10 November 2017

	Partner	Manager	Case Administrator	Support Staff	Total Hours	Time Cost £	Average Hourly Rate £
Administration and Planning							
Case General Administration	0.75	10.25			11.00	2,066.25	187.84
Tax & VAT	0.00	1.30			1.30	249.00	191.54
Legal & Litigation	1.50				1.50	412.50	275.00
Statutory Matters	0.10	4.25			4.35	810.00	186.21
Case Accounting		0.55	3.97	2.17	6.69	731.70	109.37
Strategy / Case Review	5.50	5.75			11.25	2,655.00	236.00
Realisation of Assets							
Cash at Bank	0.10				0.10	27.50	275.00
Case Specific Matters							
Work carried out in advance of Liquidation		16.25			16.25	2,925.00	180.00
Shareholder's Distributions		0.50			0.50	90.00	180.00
Total Hours	7.95	38.85	3.97	2.17	52.94		
Total Cost	2,188.75	7,151.50	430.20	196.50		9,966.95	
Average Hourly Rate	275.31	184.08	108.36	90.55			188.27

Joint Liquidators' Fees drawn from estate funds in accordance with time cost resolution approved at the meeting of creditors on 2 August 2010

£8,966.75

**PROVISION OF SERVICES REGULATIONS SUMMARY SHEET FOR
CCW RECOVERY SOLUTIONS
(A trading style of Crowe Clark Whitehill LLP)**

The following information is designed to draw the attention of interested parties to the information required to be disclosed by the Provision of Services Regulations 2009.

Licensing Body

Mark Newman, Vincent John Green and James Patrick Nicholas Martin are all licensed to act as Insolvency Practitioners (IPs) in the United Kingdom by the Insolvency Practitioners Association.

Mark Newman is a Fellow of the Insolvency Practitioners Association, Vincent Green is a Member of the Insolvency Practitioners Association, James Martin is a Member of the Institute of Chartered Accountants in England and Wales and a Member of the Insolvency Practitioners Association.

CCW Recovery Solutions is a firm member of the Insolvency Practitioners Association. Crowe Clark Whitehill LLP is authorised and regulated by the Financial Conduct Authority.

Rules Governing Actions

All IPs are bound by the rules of their professional body, including any that relate specifically to insolvency. The rules of the Insolvency Practitioners Association can be found at www.insolvency-practitioners.org.uk. In addition, IPs are bound by Statements of Insolvency Practice (SIPs), details of which can be found at <https://www.r3.org.uk/what-we-do/publications/professional/statements-of-insolvency-practice>.

Ethics

All IPs are required to comply with the Insolvency Code of Ethics and a copy of the Code can be found at www.insolvency-practitioners.org.uk/regulation-and-guidance/ethics-code.

Complaints

At CCW Recovery Solutions we always strive to provide a professional and efficient service. However, we recognise that it is in the nature of insolvency proceedings for disputes to arise from time to time. As such, should you have any comments or complaints regarding the administration of a particular case then in the first instance you should contact the IP acting as office holder.

If you consider that the IP has not dealt with your comments or complaint appropriately you should then put details of your concerns in writing to our complaints officer, Mark Newman at CCW Recovery Solutions, 4 Mount Ephraim Road, Tunbridge Wells, Kent TN1 1EE. This will then formally invoke our complaints procedure and we will endeavour to deal with your complaint under the supervision of a senior partner unconnected with the appointment.

Most disputes can be resolved amicably either through the provision of further information or following negotiations. However, in the event that you have exhausted our complaints procedure and you are not satisfied that your complaint has been resolved or dealt with appropriately, you may complain to the regulatory body that licences the insolvency practitioner concerned. Any such complaints should be addressed to The Insolvency Service, IP Complaints, 3rd Floor, 1 City Walk, Leeds, LS11 9DA, and you can make a submission using an on-line form available at www.gov.uk/complain-about-insolvency-practitioner; or you can email insolvency.enquiryline@insolvency.gsi.gov.uk; or you may phone 0300 678 0015 - calls are charged at up to 10p per minute from a land line, or for mobiles, between 3p and 55p per minute if you're calling from the UK.

Professional Indemnity Insurance

Crowe Clark Whitehill LLP's professional indemnity insurer is Market International Insurance Co Limited of The International Underwriting Association, London Underwriting Centre, 3 Minster Court, Mincing Lane, London EC3R 7DD. The territorial coverage of the insurance is worldwide with certain restrictions on a claim brought in respect of professional business in the United States of America or Canada.

VAT

Crowe Clark Whitehill LLP is registered for VAT under registration no. GB/974 8680 58.