

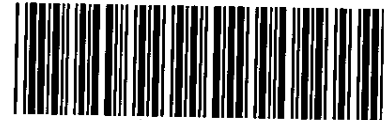
LIQ03

Notice of progress report in voluntary winding up



Companies House

THURSDAY



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A12

18/01/2018

#211

COMPANIES HOUSE

1 Company details

Company number 06929580

Company name in full Cooksons Mechanical Services Limited

Filling in this form

Please complete in typescript or in
bold black capitals.

2 Liquidator's name

Full forename(s) Stephen

Surname Grant

3 Liquidator's address

Building name/number Bridge House

Street London Bridge

Post town London

County/Region

Postcode SE1 9QR

Country

4 Liquidator's name

Full forename(s) Anthony

Surname Cork

Other liquidator

Use this section to tell us about
another liquidator.

5 Liquidator's address

Building name/number Bridge House

Street London Bridge

Post town London

County/Region

Postcode SE1 9QR

Country

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	1	8	1	1	2	0	1	6
To date	1	7	1	1	2	0	1	7

7 Progress report

☐ The progress report is attached

8 Sign and date

Liquidator's signature

Signature

X *LL*

X

Signature date

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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.

Stephen Paul Grant

Wilkins Kennedy LLP

Bridge House

London Bridge

London

Postcode

S E 1 9 Q R

DX

0207 403 1877



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

**Cooksons Mechanical Services Limited
In Liquidation
("the Company")**

**Annual Progress Report to the Members
Pursuant to Section 92A of the Insolvency Act 1986**

16 January 2018

**Wilkins Kennedy LLP
Bridge House
London Bridge
London
SE1 9QR**

CONTENTS

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5. Creditors' claims
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8. Meeting of shareholders
9. Conclusion

APPENDICES

- I. Statutory information
- II. Receipts and payments account
- III. Explanation of office holders' time charging and disbursements recovery policy and provision of services regulations
- IV. Notice of general meeting
- V. Proxy form

1. INTRODUCTION

The anniversary of my appointment as joint liquidator has passed and I am required to send you a report on what has happened in the liquidation since my last progress report.

The detailed report is provided below, but in summary:

- The insurance claim remains on-going; the liability has been denied and the Company's insurer's are awaiting for confirmation of acceptance.
- A claim has been received for an amount of £11,550.00 which relates to design and installation of boiler work carried out in 2011.
- A General Meeting is being convened to obtain formal approval from the shareholders to vary the fee resolution to take into consideration the additional work required as a result of the unexpected matters that have arisen in the liquidation.
- The liquidation cannot be finalised until the insurance claim has been closed, and the recent claim has been investigated and dealt with. It is unknown if these matters will be resolved prior to the next anniversary.

2. BACKGROUND

The members' meeting was held on 18 November 2015, when my partner Anthony Malcolm Cork and I were appointed joint liquidators of the Company.

Statutory information concerning the Company is attached at Appendix I.

3. RECEIPTS AND PAYMENTS ACCOUNT

Appendix II is a summary of receipts and payments from the date of liquidation on 18 November 2015 to 17 November 2017. As at 17 November 2017 a total of £6,860.96 was held in the liquidation account.

4. ASSET REALISATIONS

Full details regarding the assets realised in the previous reporting period were provided in my last report to creditors. I have summarised these below for your ease of reference:-

Asset	Declaration of Solvency	Realised
Cash at Bank	£162,494.00	£162,465.39
	<u>£162,494.00</u>	<u>£162,465.39</u>

No other assets have come to my attention during the conduct of the liquidation.

Bank Interest Gross

The only realisation in this period relates to bank interest earned on the balance of funds held in the liquidation bank account held with Metro Bank Plc in the amount of £2.39. The

bank account has now been removed from interest bearing and has been reconciled to the bank statements.

5. CREDITORS' CLAIMS

A summary of the Company's liabilities stated on the Declaration of Solvency and the amount paid in the previous reporting period is provided below:

	Declaration of Solvency	Paid
HM Revenue & Customs – Corporation Tax	£32,409.00	£32,514.00
	<u>£32,409.00</u>	<u>£32,514.00</u>

As detailed in my previous report, HM Revenue & Customs' claim included a liability of £520.04 in relation to a CIS Charge for the period 6 September 2014 to 5 October 2014. This liability was queried by the directors as they did not believe it was due and a request was made to the Company's accountant to investigate the position.

Following a review of the accounting records available to them, the accountant advised that there is no evidence to indicate that there was any liability due to HM Revenue & Customs in respect to CIS and that further clarity should be sought from the Company's former book keeper, Perfect Business Solutions (UK) Limited.

I have received no response to my emails, telephone calls or post and it may be possible that the book keeper has ceased trading.

The latest correspondence from HM Revenue & Customs shows that the liability has increased to £527.39 and should the amount be due to them I am required to pay statutory interest of 8% per annum up to the date the payment date.

Other Matters

The insurance claim against the Company in relation to escape of water at a property in April 2014 is on-going.

The most recent update from the Company's insurers is that they have denied liability and are currently awaiting confirmation that this position has been accepted by the claimant. No response has been received to date and if no confirmation is received the liquidation will need to remain open until it has been resolved.

In addition to the insurance claim above, during this period an allegation has been received from Bouygues (UK) Limited against the Company in relation to work carried out in 2011 for inadequate design and installation of a boiler.

Bouygues (UK) Limited has provided the Company with two options to resolve the position:

1. Arrange for Gas Safe and the boiler manufacture to attend site to see if they will approve the installation.
2. Replace the gas boiler with an electric one at the cost of the Company including making good of the stonework structure. Bouygues (UK) Limited have anticipated the cost in arranging for another company to complete this work is £11,550.00 plus VAT.

I notified the Company's former insurer of the allegation but was advised that as the claim would be a claim under the Company's former professional indemnity insurance, it is not covered by the insurance since it is being made at a date after the insurance lapsed.

The directors have denied liability and the matter is on-going.

6. DISTRIBUTIONS TO SHAREHOLDERS

I can confirm that members did not receive a distribution during this period.

7. EXPENDITURE

Joint Liquidators' Fees and Expenses

At the general meeting held on 18 November 2015 the shareholders passed the following resolution:-

"That, in accordance with Rule 4.148A(2) of the Insolvency Rules 1986, the remuneration of the Joint Liquidators shall be fixed at £3,000 plus VAT and disbursements (capped at £150) and that payment of the remuneration may be made from the assets of the Company."

"That the Joint Liquidators be authorised to draw Category 2 disbursements out of the assets as an expense of the liquidation."

I have drawn total remuneration of £2,689.22 of which £73.00 was drawn in the period between 18 November 2016 to 17 November 2017. It should be noted that the direct out of pocket expenses incurred in the liquidation were in excess of the cap and as such, I have drawn £2,689.22 towards the liquidation fee and the balance of £310.78 has been utilised to discharge the balance of the disbursements which exceed the £150.00 cap.

The fixed fee that was approved by the shareholders at the general meeting was based upon the assumption that there would be no extraordinary matters arising in the liquidation.

A number of additional matters have arisen in the liquidation which have required my attention, including but not limited to:-

- The insurance claim received from DAC Beachcroft Claims Limited for property damage which requires the liquidation to remain open until the matter is resolved unless confirmation is received confirming the claim is withdrawn;
- The allegation received from Bouygues (UK) Limited; and

- The requirement to prepare and circulate annual progress reports.

As a result of these additional matters, I have discussed an increase in the liquidation fee with the members who have agreed that additional fees of £850.00 plus VAT can be drawn for every year the liquidation remains open past the first anniversary. Formal approval by way of a resolution of the members is required before the fee can be drawn from the assets in the liquidation. A general meeting of members has been summoned for this purpose and formal notice of this meeting is enclosed at Appendix IV in this respect.

The following expenses have been incurred in this matter:-

	18/11/2015	18/11/2016	Total
	—	—	
	17/11/2016	17/11/2017	
Statutory Advertising	£286.00	(£73.00)	£213.00
IT Administration Fee	£110.00	£-	£110.00
Specific Bond Fee	£105.00	£-	£105.00
Storage Costs	£32.78	£-	£32.78
	<u>£533.78</u>	<u>(£73.00)</u>	<u>£460.78</u>

As a result of recent changes to the insolvency legislation, there is no longer a requirement to hold a final meeting in order to obtain my release as Joint Liquidator and as such the cost of the advert for this meeting which had been invoiced in advance has been reimbursed reducing the statutory advertising costs to £213.00.

The full balance of these expenses has been discharged from the funds held in the liquidation.

For the avoidance of any doubt, no Category 2 disbursements have been incurred in the liquidation.

An explanation of my firm's time charging and disbursements recovery policy is attached at Appendix III for your information.

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 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 and/or basis of the Liquidators' fees and the amount of any proposed expenses or expenses already incurred, within 8 weeks of receipt of this report.

A copy of 'A Members' Guide to Liquidators' Fees' is available to view and download at www.wilkinskennedy.com/services/wk-restructuring-recovery/guide-to-fees/.

A hard copy of the guide can be obtained on request from the address below.

Corporation Tax

A return for the liquidation period 18 November 2015 to 17 November 2016 was submitted and the payment of £14.20 has been made during this reporting period.

The liquidation bank account was removed from interest bearing on 2 March 2017 and interest of £2.39 was received in the period 18 November 2016 to 2 March 2017, I requested that no corporation tax return be required for this period and HM Revenue & Customs provided me with their acceptance of this position.

8. MEETINGS OF SHAREHOLDERS

Notice is hereby given that a general meeting of the Company will be held at Bridge House, London Bridge, London, SE1 9QR on 5 February 2018 at 10.00 am for the purposes of considering, and if thought fit, passing the following resolution:-

1. That, in accordance with Rule 18.19 of the Insolvency Rules 2016, the Joint Liquidators can draw additional fees fixed at £850.00 plus VAT for every year the liquidation remains open past the first anniversary and that payment of the remuneration may be made from the assets of the Company.

Formal notice to this effect is enclosed at Appendix IV together with a proxy form at Appendix V.

9. CONCLUSION

The liquidation will remain open until the insurance claim has been resolved (which may not be until 22 April 2020) and the recent claim by Bougues (UK) Limited has been resolved. Once these issues have been dealt with the liquidation will be finalised and my files will be closed.

The next formal report will be following the next anniversary of the liquidation, or the conclusion of the liquidation, whichever is sooner. However, I will be happy to respond to any specific request for further information submitted in the meantime.

Should you have any queries regarding the liquidation, or the contents of this report, please do not hesitate to contact me.



Stephen Paul Grant
Joint Liquidator

STATUTORY INFORMATION

Company name:	Cooksons Mechanical Services Limited
Registered office:	Bridge House, London Bridge, London, SE1 9QR
Former registered office:	83 Guphill Avenue, Coventry, CV5 8BA
Registered number:	06929580
Joint Liquidators' names:	Stephen Paul Grant and Anthony Malcolm Cork
Joint Liquidators' address:	Bridge House, London Bridge, London, SE1 9QR
Joint Liquidators' date of appointment:	18 November 2015
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.

Cooksons Mechanical Services Limited - In Members Voluntary Liquidation
Joint Liquidators' Abstract of Receipts & Payments

From 18 November 2015 To 17 November 2017

Declaration of Solvency £		As Previously Reported	18/11/16 to 17/11/17	Total £
RECEIPTS				
162,494	Cash at Bank	162,465.39	NIL	162,465.39
NIL	Bank Interest Gross	71.38	2.39	73.77
162,494		162,536.77	2.39	162,539.16
PAYMENTS				
	Liquidation Fees (Pre)	(1,253.00)	NIL	(1,253.00)
	Liquidation Fees (Post)	(1,363.22)	(73.00)	(1,436.22)
	Corporation Tax	NIL	(14.20)	(14.20)
	Storage Costs	(32.78)	NIL	(32.78)
	Statutory Advertising	(286.00)	73.00	(213.00)
	IT Administration Fee	(110.00)	NIL	(110.00)
	Unsecured Creditors – <i>1 creditor has received 100 p in £ on their admitted claim.</i>	(32,514.00)	NIL	(32,514.00)
	Specific Bond	(105.00)	NIL	(105.00)
	Ordinary Shareholders – <i>2 shareholders received £1,000 per £1 ordinary A & B share on a shareholding of 100 ordinary A shares and 20 ordinary B shares.</i>	(120,000.00)	NIL	(120,000.00)
		(155,664.00)	(14.20)	(155,678.20)
CASH IN HAND		6,872.77	(11.81)	6,860.96

APPENDIX III

EXPLANATION OF OFFICE HOLDERS' TIME CHARGING AND DISBURSEMENTS RECOVERY POLICY AND PROVISION OF SERVICES REGULATIONS

Explanation of officeholders' time charging policy

In accordance with the provisions of Statement of Insolvency Practice 9 ("SIP 9"), the charge out rates detailed on the previous page are applicable to this appointment exclusive of VAT. Rates are normally reviewed on an annual basis and adjustments made accordingly where deemed appropriate.

Time is recorded in 6 minute units by each staff member working on the case. A description of the routine work undertaken which time will be recorded for is detailed as follows:

1. Administration and planning
 - Preparing documentation and dealing with the formalities of appointment.
 - Dealing with all routine correspondence.
 - Maintaining physical case files and electronic case details.
 - Reviewing the ongoing progression of case files.
 - Arranging the collection and storage of Company records.
 - Ensuring an appropriate case bordereau is in place.
 - Case planning and administration.
2. Investigations
 - Conduct of any investigations requested by the members.
3. Realisation of assets
 - Identifying, securing and obtaining sufficient insurance in respect of Company assets.
 - Dealing with any retention of title or other third party claims.
 - Debt collection functions.
 - Negotiating and completing property, business and asset sales.
4. Cashiering
 - Managing case bank accounts.
 - Maintaining case cash books.
5. Creditors/members
 - Dealing with creditor and member correspondence and telephone conversations.
 - Maintaining creditor and member information and claims (including those submitted by secured creditors, employees and other preferential creditors).
 - Making distributions to creditors and members including specie distributions.
6. Statutory
 - Statutory notifications and advertising.
 - Convening and holding of meetings of members where appropriate.
 - Preparing reports to members.
 - Filing of statutory documents with the Registrar of Companies.

Explanation of officeholders' disbursement recovery policy and provision of services regulations

SIP 9 also requires that the office holder provide a statement of the officeholder's policy in relation to the recharging of disbursements. SIP 9 defines disbursements as either Category 1 or Category 2 disbursements, further details of which are below.

Category 1 disbursements will generally comprise external supplies of incidental services specifically identifiable to the case, typically for items such as identifiable telephone calls, postage, case advertising, invoiced travel and properly reimbursed expenses incurred by personnel in connection with the case. Also included will be services specific to the case where these cannot practically be provided internally such as printing, room hire and document storage.

Category 2 disbursements will generally comprise costs which, whilst being in the nature of expenses or disbursements, include elements of shared or allocated costs.

Charging and disbursement recovery policy

Category 1 disbursements are recoverable without approval, and will be recovered by the officeholder as they are incurred.

Category 2 disbursements do require approval, and should be identified and subject to approval by those responsible for approving remuneration. SIP 9 provides that the officeholder may make a separate charge for expenses in this category, provided that:

- such expenses are of an incidental nature and are directly incurred on the case, and there is a reasonable method of calculation and allocation; it will be persuasive evidence of reasonableness, if the resultant charge to creditors is in line with the cost of external provision; and
- the basis of the proposed charge is disclosed and is authorised by those responsible for approving his remuneration.

Payments to outside parties in which the officeholder or his firm or any associate (as defined by Section 435 of the Insolvency Act 1986) has an interest should be treated as category 2 disbursements.

The following items of expenditure are recharged on this basis and are believed to be in line with the cost of external provision:

Photocopying	5p per sheet
Mileage	45p per mile (40p per mile prior to 6 April 2011)
Meeting Room	£50

Provision of services regulations

When carrying out all professional work relating to an insolvency appointment, Insolvency Practitioners are bound by the Insolvency Code of Ethics.

To comply with the Provision of Services Regulations, some general information about Wilkins Kennedy LLP, including our complaints policy and Professional Indemnity Insurance and the Insolvency Code of Ethics, is available on our website using the following link: <http://www.wilkinskenedy.com/services/wk-restructuring-recovery/provision-of-service-regulations/>

NOTICE OF GENERAL MEETING

THE INSOLVENCY ACT 1986

COOKSONS MECHANICAL SERVICES LIMITED ("THE COMPANY")

Company Number: 06929580

Registered Office: Bridge House
London Bridge
London
SE1 9QR

NOTICE IS HEREBY GIVEN, that a General Meeting of the Company will be held at Bridge House, London Bridge, London, SE1 9QR on 5 February 2018 at 10.00 am for the purposes of considering and, if thought fit, passing the following resolution:

As an ordinary resolution

That, in accordance with Rule 18.19 of the Insolvency Rules 2016, the Joint Liquidators can draw additional fees fixed at £850.00 plus VAT for every year the liquidation remains open past the first anniversary and that payment of the remuneration may be made from the assets of the Company.

Dated: 16 January 2018



Signed: _____
Stephen Paul Grant
Joint Liquidator

NOTES

- 1 A member entitled to attend and vote at the meeting may appoint another person or persons as his proxy to attend and vote instead of him and a proxy need not also be a member of the company.

Proxy (Members' Voluntary Winding Up)

Cooksons Mechanical Services Limited

Name of Member *

Address

Please insert name of person (who must be 18 or over) or the chairman of the meeting (see note below) if you wish to provide for alternative proxy holders in the circumstances that your first choice is unable to attend please state the name(s) of the alternatives as well. Please delete words in brackets if the proxy holder is only to vote as directed i.e. he has no discretion.

Name of Proxy Holder

1 _____

2 _____

3 _____

I appoint the above person to be my/the member's * proxy holder at the meeting of members to be held on **5 February 2018**, or at any adjournment of that meeting. The proxy holder is to propose or vote as instructed below (and in respect of any resolution for which no specific instruction is given, may vote or abstain at his/her discretion).

Any other resolutions which the proxy-holder is to propose or vote in favour of or against should be set out in numbered paragraphs in the space provided below paragraph 1. If more room is required please use the other side of this form.

1. That, in accordance with Rule 18.19 of the Insolvency Rules 2016, the Joint Liquidators can draw additional fees fixed at £850.00 plus VAT for every year the liquidation remains open past the first anniversary and that payment of the remuneration may be made from the assets of the Company.

For/Against**** Please delete as applicable****This form must be signed**

Signature _____

Date _____

Name in CAPITAL LETTERS _____

Only to be completed if the member has not signed in person

Position with member or relationship to member or other authority for signature

Please note that if you nominate the chairman of the meeting to be your proxy-holder he will either be a director of the company or the current liquidator. Remember: there may be resolutions on the other side of this form