

# LIQ13

## Notice of final account prior to dissolution in MVL



Companies House

SATURDAY



A13 \*A7XXT8R7\* #299  
26/01/2019  
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.

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<b>6</b>	<b>Final account</b>	
	<input type="checkbox"/> I have delivered the final account of the winding up to the members in accordance with Section 94(2) and attach a copy.	
<b>7</b>	<b>Sign and date</b>	
Liquidator's signature	<div>Signature</div> <div> <div>X</div> <div><i>K L</i></div> <div>X</div> </div>	
Signature date	<div>25</div> <div>01</div> <div>2019</div>	

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### 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

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](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)

**Cooksons Mechanical Services Limited  
In Liquidation  
(“the Company”)**

**Final Account**

**25 January 2019**

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

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## **APPENDICES**

- I. Receipts and payments account
- II. Explanation of office holders' time charging and disbursements recovery policy and provision of services regulations
- III. Notice of final account

**1. INTRODUCTION**

The purpose of this report is to provide a final account 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 it should be read in conjunction with previous correspondence to members. Please note there have been no material changes since the draft final account to members which was circulated on 18 January 2019.

**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.

The Company's registration number is 06929580 and its current registered office is Bridge House, London Bridge, London, SE1 9QR.

The Company's former registered office was 83 Guphill Avenue, Coventry, CV5 8BA.

**3. RECEIPTS AND PAYMENTS ACCOUNT**

I am required to provide with this account a summary of any receipts or payments during the liquidation and details of any liquidation bank account opened.

Appendix I is a summary of receipts and payments from the date of liquidation on 18 November 2015 to 25 January 2019.

The balance which was held in a designated liquidation account with Metro Bank Plc has been brought down to nil for the purpose of closing the liquidation. This account was interest bearing and I confirm that it has been reconciled to the bank statements.

**4. ASSET REALISATIONS**

Full details regarding the assets realised in the previous reporting periods were provided in my previous reports 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
Bank Interest Gross	£-	£73.77
	<u>£162,494.00</u>	<u>£162,539.16</u>

No other assets have been identified or realised since my last report.

## 5. CREDITORS' CLAIMS

Details of the liabilities paid in the liquidation have been detailed in my previous report however a summary of the position is shown below for ease of reference: -

<i>Creditor</i>	<i>Liability per Declaration of Solvency</i>	<i>Liability Paid</i>
HM Revenue & Customs – Corporation Tax	£32,409.00	£32,514.00
HM Revenue & Customs - CIS	£-	£492.58
Bouygues (UK) Limited	£-	£2,942.76
	<u>£32,409.00</u>	<u>£35,949.34</u>

The following liability has been paid in the liquidation since my last report: -

### Statutory Interest

I advised in my previous report that I was in discussions with the directors and shareholders over the outstanding liability due to HM Revenue & Customs for statutory interest.

I can advise that upon receiving confirmation from the Company's shareholders, an amount of £1,852.85 was paid to HM Revenue & Customs in settlement of the statutory interest due and clearance to close the liquidation was provided by HM Revenue & Customs shortly thereafter.

On 24 November 2015 an advert was placed in the London Gazette requiring creditors to submit their claims in the liquidation 4 January 2016. No claims were received apart from those already mentioned above.

As part of the liquidation process I wrote to HM Revenue & Customs to confirm that all of the Company's pre liquidation tax affairs were up to date and that they had no objection to the closure of the liquidation. I am pleased to confirm that this clearance has now been received.

## 6. DISTRIBUTIONS TO SHAREHOLDERS

The Company's shareholding is as follows: -

	Ordinary "A"	Ordinary "B"
Steven Cook	51	10
Martin Cook	49	10
	<u>100</u>	<u>20</u>

Under the prescribed particulars for each share class, it states that the shares shall be deemed to rank pari passu with any other share class currently in issue unless an ordinary resolution is passed to differentiate between the amount or percentage of dividend payable.

A first and final distribution has been declared in the liquidation as follows: -

	<i>Steven Cook (51 Ordinary A + 10 Ordinary B Shares)</i>	<i>Martin Cook (49 Ordinary A + 10 Ordinary B Shares)</i>	<i>Total</i>
First & Final – Cash Distribution (18.11.2015)	£61,000.00	£59,000.00	£120,000.00
	£61,000.00	£59,000.00	£120,000.00

This distribution amounts to a return of £1,000.00 per £1.00 ordinary "A" and "B" share.

There will be no further distributions to shareholders in this matter.

## 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."

The disbursements incurred in the liquidation have exceeded the cap of £150.00 and as such, the liquidation fee that has been drawn is less than the £3,000.00 to enable the firm to recover its out of pocket expenses in full.

The split is as follows: -

Liquidation Fees	£2,689.22
Disbursements	£460.78
	£3,150.00

In addition to the above and as detailed in my previous report, a written resolution was circulated to the shareholders on 16 November 2018 which was approved by both shareholders as follows: -

"That the Joint Liquidators be authorised to draw additional remuneration of £1,485.75 plus VAT and that payment of the remuneration may be made from the assets of the Company."

This additional liquidation fee has been paid in full from the assets in the liquidation.



The following expenses have been incurred in this matter: -

	18/11/2015	18/11/2018	Total
	-	-	
	17/11/2018	25/01/2019	
Statutory Advertising	£213.00	£-	£213.00
IT Administration Fee	£110.00	£-	£110.00
Specific Bond Fee	£105.00	£-	£105.00
Storage Costs	£32.78	£-	£32.78
	£460.78	£-	£460.78

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.

*Further Information*

A copy of 'A Members' Guide to Liquidators' Fees' is available to view and download at [https://www.wilkinskennedy.com/documents/1/liquidation - members guide to fees april 2017.pdf](https://www.wilkinskennedy.com/documents/1/liquidation_-_members_guide_to_fees_april_2017.pdf)

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

**8. CLOSURE AND DISSOLUTION OF THE COMPANY**

The delivery of this final account to members and to the Registrar of Companies concludes the administration of this winding up. The Company will be dissolved automatically three months after my final account is delivered to Companies House.

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



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**Stephen Paul Grant**  
**Joint Liquidator**

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

**From 18 November 2015 To 25 January 2019**

Declaration of Solvency £	As Previously Reported	18/11/18 to 25/01/19	Total £	
RECEIPTS				
162,494	Cash at Bank	162,465.39	NIL	162,465.39
NIL	Bank Interest Gross	73.77	NIL	73.77
162,494		162,539.16	NIL	162,539.16
PAYMENTS				
	Liquidation Fees (Pre)	(1,253.00)	NIL	(1,253.00)
	Liquidation Fees (Post)	(1,436.22)	(1,485.75)	(2,921.97)
	Corporation Tax	(14.20)	NIL	(14.20)
	Storage Costs	(32.78)	NIL	(32.78)
	Statutory Advertising	(213.00)	NIL	(213.00)
	IT Administration Fee	(110.00)	NIL	(110.00)
	Unsecured Creditors – <i>Three creditors have received 100 p in the £ of their admitted claim.</i>	(35,949.34)	NIL	(35,949.34)
	Statutory Interest - Unsecured	(87.02)	(1,852.85)	(1,939.87)
	Specific Bond	(105.00)	NIL	(105.00)
	Ordinary Shareholders – <i>2 shareholders received £1,000 per £1 ordinary A &amp; B share on a shareholding of 100 ordinary A shares and 20 ordinary B shares</i>	(120,000.00)	NIL	(120,000.00)
		(159,200.56)	(3,338.60)	(162,539.16)
CASH IN HAND				
		3,338.60	(3,338.60)	NIL

## **APPENDIX II**

### **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. Realisation of assets
  - Identifying and realising the Company's assets.
3. Cashiering
  - Managing case bank accounts.
  - Maintaining case cash books.
4. Creditors/members
  - Dealing with creditor and member correspondence and telephone conversations including review of the Company's previous insurance cover.
  - Maintaining creditor and member information and claims.
  - *Making distributions to creditors and members.*
  - Liaising with HM Revenue & Customs regarding outstanding pre liquidation returns.
  - Calculating statutory interest payable to HM Revenue & Customs.
  - Requesting clearance to close the liquidation from HM Revenue & Customs.
5. Statutory
  - Statutory notifications and advertising.
  - Convening and holding of meetings of members and circulating written resolution following inquorate general meetings.
  - 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
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, including our complaints policy and Professional Indemnity Insurance and the Insolvency Code of Ethics, is available on our website using the following link:  
<https://www.wilkinskennedy.com/services/advisory/insolvency/provision-service/>

## NOTICE OF FINAL ACCOUNT

**Company Name:** Cooksons Mechanical Services Limited  
**Company Number:** 06929580  
**Former Company Name(s):** -  
**Trading Name:** -  
**Registered Office:** Bridge House, London Bridge, London, SE1 9QR  
**Principal Trading Address:** -

This Notice is given under Rule 5.10 of the Insolvency (England & Wales) Rules 2016 ("the Rules"). It is delivered by the Joint Liquidators, Stephen Paul Grant and Anthony Malcolm Cork of Wilkins Kennedy, Bridge House, London Bridge, London, SE1 9QR, (telephone number 0207 403 1877), who were appointed by the members.

The Joint Liquidators hereby confirm that:

- (a) the Company's affairs are fully wound up;
- (b) within 14 days of the date of the final account, the joint liquidators will deliver a copy of the account to the Registrar of Companies; and
- (c) the joint liquidators will vacate office and be released under Section 171 of the Insolvency Act 1986 on delivering the final account to the Registrar of Companies.

Signed

  
\_\_\_\_\_  
**Stephen Paul Grant**  
Joint Liquidator

Date: 25 January 2019

<b>Names of Insolvency Practitioners:</b>	Stephen Paul Grant and Anthony Malcolm Cork
<b>Nature of Appointment:</b>	Joint Liquidators
<b>Date of Appointment:</b>	18 November 2015
<b>Address of Insolvency Practitioners:</b>	Bridge House, London Bridge, London, SE1 9QR
<b>IP Numbers</b>	008929 and 009401
<b>Contact Name</b>	Kelly Jones
<b>Email Address</b>	kelly.jones@wilkinskennedy.com
<b>Telephone Number</b>	0207 403 1877