

LIQ14

Notice of final account prior to dissolution in CVL



Companies House

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

1	Company details	
Company number	0 7 1 3 5 4 7 6	→ Filling in this form Please complete in typescript or in bold black capitals.
Company name in full	Value Booze Cash and Carry Limited	
2	Liquidator's name	
Full forename(s)	Julie	
Surname	Swan	
3	Liquidator's address	
Building name/number	Unit 1	
Street	Brook Business Centre	
Post town	Cowley Mill Road	
County/Region	Uxbridge	
Postcode	U B 8 2 F X	
Country		
4	Liquidator's name ①	
Full forename(s)	Mark	① Other liquidator Use this section to tell us about another liquidator.
Surname	Phillips	
5	Liquidator's address ②	
Building name/number	Unit 1	② Other liquidator Use this section to tell us about another liquidator.
Street	Brook Business Centre	
Post town	Cowley Mill Road	
County/Region	Uxbridge	
Postcode	U B 8 2 F X	
Country		

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6 Liquidator's release

☐ Tick if one or more creditors objected to liquidator's release.

:

7 Final account

☒ I attach a copy of the final account.

8 Sign and date

Liquidator's signature

Signature

X



X

Signature date

^d0

^d4

^m1

^m1

^y2

^y0

^y2

^y1

LIQ14

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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.

Contact name

Company name SKSi

Address

Unit 1, First Floor, Brook Business Centre

Cowley Mill Road

Post town

Uxbridge

County/Region

Postcode

U B 8 2 F X

Country

DX

Telephone

0204 548 1000

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

Value Booze Cash and Carry Limited
Joint Liquidators' Draft Final Account to Members



**Value Booze Cash and Carry Limited
In Members' Voluntary Liquidation**

Joint Liquidators' Draft Final Account to Members

Pursuant to Section 94(1)(A) and Rules 5.9(1) & 18.14(1)

For the Period from 21 May 2021 to 8 September 2021

Issued on: 8 September 2021

Delivered on: 9 September 2021

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1. INTRODUCTION

- 1.1 Lee Pryor and Julie Swan formally of PCR (Newcastle) Limited, were appointed Joint Liquidators of Value Booze Cash and Carry Limited ("the Company") at meetings of members and creditors held on 21 May 2015.
- 1.2 Lee Pryor resigned as Joint Liquidator on 7 March 2017 and Mark Phillips replaced him as Joint Liquidator immediately after. Both Julie Swan and Mark Phillips are now directors of SKSi Limited.
- 1.3 The winding up of the liquidation has now concluded and this is our final account to the Members of the Company pursuant to Section 94 of the Insolvency Act 1986.
- 1.4 This report should be read in conjunction with our previous reports.

2. JOINT LIQUIDATORS' ACTIONS SINCE APPOINTMENT

- 2.1 Since our appointment as Joint Liquidators we have fulfilled our statutory duties in relation to filings with Companies House and other statutory obligations.
- 2.2 We continued our efforts to realise the known assets in the estate and we continued to pursue potential claims we, as Liquidators, may have had against the directors and/or other third parties.
- 2.3 We conducted detailed investigations into the Company's affairs and liaised with HM Revenue & Customs ("HMRC") in relation to this, who had commenced their own enquiries prior to our appointment. Potential claims against the director were identified, and it was necessary to commence legal proceedings in order to facilitate recovery.
- 2.4 Our Solicitors negotiated with the director over the receipt of the agreed settlement of the Liquidator's claim, with the possibility of enforcing a charge over the property.
- 2.5 We were successful in obtaining a charging order over the director's property.
- 2.6 We continued to receive payments from the director in relation to the settlement of an outstanding director's loan account.
- 2.7 There is certain work that we are required by the insolvency legislation to undertake in connection with the liquidation that provides no financial benefit for the creditors. A description of the work undertaken since our appointment as Liquidator is contained in Appendix D.

3. RECEIPTS AND PAYMENTS ACCOUNT

- 3.1 Our Receipts & Payments Account for the period from 21 May 2015 to 8 September 2021 is attached at Appendix B and incorporates a cumulative account for the period 21 May 2015 to 8 September 2021 being the duration of the Liquidation.
- 3.2 Funds are held on an interest-bearing account with Lloyds Bank, which has been reconciled with our receipts and payments account.

4. ASSET REALISATIONS

- 4.1 The information about the assets of the Company was provided in the Statement of Affairs and in the Explanatory Information, made available to creditors both prior to the liquidation and following our appointment as Joint Liquidators. The following is an update on that information.

Debtors – claim against the director

- 4.2 As stated in previous reports we accepted an offer from the director of the Company of £60,000.00 in settlement of an outstanding director's loan account and the payment of Company funds to a solicitor to purchase properties on behalf of the director.
- 4.3 The settlement was to be paid by two instalments of £10,000, with further instalments of £1,100 being paid over a period of 36 months and a final instalment of £400 being paid thereafter. Payments were made to our solicitor and we obtained a charging order over the director's property to protect the interest of the creditors regarding the instalment payments.
- 4.4 The director was unable to keep to the agreed payment plan but continued to make payments to the liquidation, as a result no action was taken against her.
- 4.5 The directors loan account has now been paid in full.

Motor Vehicles

- 4.6 The Company owned a motor vehicle which was valued by our agents, Cerberus Asset Management at £30,000. However, the vehicle was subject to a finance agreement with BMW Financial Services for which the settlement figure was £43,858. The vehicle was recovered by BMW Financial Services on 20 July 2015 and £21,200.00 was recovered from the sale of the vehicle, leaving a liability of £22,658.

Office Equipment

- 4.7 In the Company's last filed accounts, furniture and office equipment was shown with a book value of £2,815. The assets were valued by Cerberus Asset Management to have a net open market in situ value of £1,500 and a forced sale value of £750. We were advised at the meeting of creditors that these assets had been purchased by the director's husband, Mr. Rehman, for the sum of £646 prior to our appointment. We were not able to identify receipt of funds and the circumstances of the sale were not clear.
- 4.8 We have not pursued this matter further due to the costs which would have been involved, which would have meant that the benefit of any realisations to the liquidation would have been negligible.

Stock

- 4.9 Upon appointment, the stock had been seized by HMRC subject to their ongoing investigations. Following our appointment, we made enquiries into the whereabouts of any remaining stock, and we were advised by the director that the stock had been returned to the supplier prior to our appointment.

Goodwill

- 4.10 The Company's accounts reflected Goodwill with a value of £4,000, however, there was no apparent goodwill or intellectual property rights capable of transfer to a third party and therefore there have been no realisations in this regard.

Bank Interest

- 4.11 During the liquidation bank interest of £0.33 has been received on the funds held in the liquidation account.

5. LIABILITIES

Secured Creditors

- 5.1 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.
- 5.2 Insolvency legislation requires that if the Company has created a floating charge after 15 September 2003, a prescribed part of the Company's net property (i.e. the money that would otherwise be available to the charge holder) should be ring-fenced for distribution to unsecured creditors.
- 5.3 The "prescribed part" that the Liquidator has to set aside for unsecured creditors is:
- 50% of the first £10,000 of the net property; and
 - 20% of the remaining net property up to a maximum of £600,000.

- 5.4 As there are no charges registered over the assets of the Company, the prescribed part provisions do not apply.

Preferential Creditors

- 5.5 There are no preferential creditors.

Unsecured Creditors

I. Trade & Expense Creditors

- 5.6 The Statement of Affairs included five non-preferential unsecured creditors with an estimated total liability of £89,618.49. To date, we have received claims totaling £34,550.16 from eight creditors.

II Crown Creditors

- 5.7 The Statement of Affairs estimated that £105,582 is owed to HMRC. To date, we have received a final claims totalling £531,189.94 from HMRC as detailed below.

	Statement of Affairs	Claims Lodged
HM Revenue & Customs – VAT	£105,582.00	£531,189.94

6. DIVIDENDS

Secured creditors

- 6.1 There are no secured creditors as per section 5 above.

Preferential creditors

- 6.2 There are no preferential creditors as per section 5 above.

Unsecured creditors

- 6.3 A dividend will not be declared to non-preferential unsecured creditors.

7. JOINT LIQUIDATORS' PRE-APPOINTMENT REMUNERATION

- 7.1 The payment of a fee of £6,000 plus VAT for assistance with preparing the statement of affairs, producing and circulating the notices for the meetings of members and creditors prior to our appointment was paid by the director of the Company and was ratified by creditors at a meeting held on 21 May 2015.

8. JOINT LIQUIDATORS' POST-APPOINTMENT REMUNERATION

- 8.1 The basis of our remuneration for acting as Joint Liquidators was agreed on 21 May 2015 at a meeting of creditors. The creditors agreed that we be remunerated on the basis of time properly spent by us and our staff in attending to the matters on the case.
- 8.2 Our time costs in attending to matters arising in the Liquidation for the period 21 May 2021 to 8 September 2021, being the period under review, amounts to £4,527.50 made up of 23.80 hours, giving an average charge out rate of £203.34 .
- 8.3 Our time costs in relation to the entire period of the Liquidation to date, being from 21 May 2015 to 8 September 2021 amount to £50,606. made up of 271.55 hours, giving an average charge out rate of £
- 8.4 We have drawn fees totaling £24,858.50,
- 8.5 A detailed schedule of the time spent by the grades of staff allocated to the Liquidation and investigation of this matter, together with the appropriate charge out rate and resulting cost, is detailed at Appendix C, in accordance with Statement of Insolvency Practice No. 9. ("SIP 9").
- 8.6 A description of the general routine work undertaken in the Liquidation is attached at Appendix D.
- 8.7 SKSi's Practice Fee Recovery Policy can be found at: <https://www.sksi.co.uk/practice-fee-recovery-policy>.

9. LIQUIDATORS' EXPENSES

- 9.1 As summarised in the table below, we have incurred total expenses of £483.70 since our appointment as Joint Liquidators, none of which were incurred in the period of this report.

Type of Expense	Amount incurred (£)	Amount Paid (£)	Amount Outstanding (£)
Bordereau	234.00	234.00	0.00
Company Searches	6.00	6.00	0.00
Statutory Advertising	213.00	213.00	0.00
Miscellaneous	4.75	4.75	0.95
Meeting Room Hire	25.00	25.00	0.00
TOTAL	482.75	482.75	0.00

9.2 We have drawn £482.75 none of which was drawn in the period of this report.

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

Professional Advisor	Nature of Work	Basis of Fees
Cerberus Asset Management	Valuer	Fixed Fee of £400.00
Clark Mairs	Solicitors	Time Costs

9.4 To date, £400 has been paid to Cerberus Asset Management and £14,261.88 in respect of these costs.

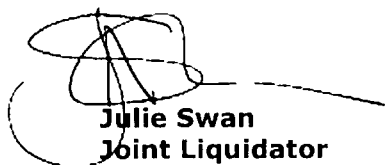
9.5 The choice of professionals used was based on my perception of their experience and ability to perform this type of work, the complexity and nature of the assignment and the basis of my fee arrangement with them. I have reviewed the fees charged and am satisfied that they are reasonable in the circumstances of this case.

10. SUMMARY

10.1 The winding up of the Company is now for all practical purposes complete and we intend to deliver the final account by the date shown in the accompanying notice.

10.2 Further information about Members rights and in general is attached at Appendix E.

10.3 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 Anna Knights by email at anna.knights@sksi.co.uk, or by phone on 0204 548 1000.


Julie Swan
Joint Liquidator

APPENDIX A

STATUTORY INFORMATION

Company Name: Value Booze Cash and Carry Limited

Previous Name: N/A

Registered Number: 07135476

Date of Incorporation: 26 January 2010

Principal Trading Activity: Wholesale wine, beer, spirits and other alcoholic

Registered Office: Unit 1, First Floor, Brook Business Centre, Cowley Mill Road, Uxbridge, UB8 2FX

Former Registered Office: Unit 381C, Jedburgh Court, Team Valley Trading Estate, Gateshead, NE11 0BQ

Trading Address: Unit 381C, Jedburgh Court, Team Valley Trading Estate, Gateshead, NE11 0BQ

Directorships (previous 3 years):

Directors	Appointed	Resigned
Sana Rahman	26/1/2010	In Office

Share Capital: 1,300 ordinary shares of £1 each.

Shareholders	No. of Shares Held	Percentage Held %
Sana Rahman	650 Ordinary Shares	50%
Abdul Rahman	650 Ordinary Shares	50%

Charges: Companies House records indicate that there are no charges registered against the Company.

Joint Liquidators': Mark Phillips and Julie Swan

Joint Liquidators' Address: SKSi Unit 1, First Floor, Brook Business Centre, Cowley Mill Road, Uxbridge, UB8 2FX

Date of Appointment: 21 May 2015

Actions of Joint Liquidators' Any act required or authorised under any enactment to be done by a Trustee may be done by either or both Trustees acting jointly or alone.

APPENDIX B
RECEIPTS AND PAYMENTS ACCOUNT(S)
FOR THE PERIOD 21 MAY 2021 TO 8 SEPTEMBER 2021
AND
FOR THE CUMULATIVE PERIOD
FROM 21 MAY 2015 TO 8 SEPTEMBER 2021

Value Booze Cash and Carry Limited
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments

Statement of Affairs £		From 21/05/2015 To 08/09/2021 £	From 21/05/2015 To 08/09/2021 £
	SECURED ASSETS		
30,000.00	Motor Vehicle	NIL	NIL
		NIL	NIL
	HIRE PURCHASE		
(35,698.76)	BMW Financial Services	NIL	NIL
		NIL	NIL
	ASSET REALISATIONS		
	Bank Interest Gross	0.33	0.33
49,632.00	Debtors	60,000.00	60,000.00
1,500.00	Furniture & Equipment	NIL	NIL
NIL	Goodwill	NIL	NIL
	Loan from Directors towards costs	7,200.00	7,200.00
Uncertain	Stock	NIL	NIL
		67,200.33	67,200.33
	COST OF REALISATIONS		
	Agents/Valuers Fees (1)	400.00	400.00
	Company Searches	6.00	6.00
	Legal Disbursements	19,197.20	19,197.20
	Legal Fees	16,261.88	16,261.88
	Meeting Room Hire	25.00	25.00
	Office Holders Expenses	4.75	4.75
	Office Holders Fees	24,858.50	24,858.50
	Preparation of S. of A.	6,000.00	6,000.00
	Specific Bond	234.00	234.00
	Statutory Advertising	213.00	213.00
		(67,200.33)	(67,200.33)
	UNSECURED CREDITORS		
(24,459.71)	Bank	NIL	NIL
(105,582.00)	HM Revenue and Customs	NIL	NIL
(59,460.02)	Trade & Expense Creditors	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(1,300.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(145,368.49)		0.00	0.00
	REPRESENTED BY		
	Trade Creditors		(4,047.88)
	VAT Receivable		4,047.88
			NIL

Value Booze Cash and Carry Limited
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments

Statement of Affairs £		From 21/05/2021 To 08/09/2021 £	From 21/05/2015 To 08/09/2021 £
	SECURED ASSETS		
30,000.00	Motor Vehicle	NIL	NIL
		NIL	NIL
	HIRE PURCHASE		
(35,698.76)	BMW Financial Services	NIL	NIL
		NIL	NIL
	ASSET REALISATIONS		
	Bank Interest Gross	NIL	0.33
49,632.00	Debtors	4,800.00	60,000.00
1,500.00	Furniture & Equipment	NIL	NIL
NIL	Goodwill	NIL	NIL
	Loan from Directors towards costs	NIL	7,200.00
Uncertain	Stock	NIL	NIL
		4,800.00	67,200.33
	COST OF REALISATIONS		
	Agents/Valuers Fees (1)	NIL	400.00
	Company Searches	NIL	6.00
	Legal Disbursements	NIL	19,197.20
	Legal Fees	2,000.00	16,261.88
	Meeting Room Hire	NIL	25.00
	Office Holders Expenses	NIL	4.75
	Office Holders Fees	5,581.03	24,858.50
	Preparation of S. of A.	NIL	6,000.00
	Specific Bond	NIL	234.00
	Statutory Advertising	NIL	213.00
		(7,581.03)	(67,200.33)
	UNSECURED CREDITORS		
(24,459.71)	Bank	NIL	NIL
(105,582.00)	HM Revenue and Customs	NIL	NIL
(59,460.02)	Trade & Expense Creditors	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(1,300.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(145,368.49)		(2,781.03)	0.00
	REPRESENTED BY		
	Trade Creditors		(4,047.88)
	VAT Receivable		4,047.88
			NIL

APPENDIX C

SCHEDULE OF JOINT LIQUIDATORS' TIME COSTS

FOR THE PERIOD 21 MAY 2021 TO 8 SEPTEMBER 2021

AND

SCHEDULE OF HOURLY RATES

Time Entry - Cumulative Detailed SIP9 Time & Cost Summary

NOVAL01 - Value Booze Cash and Carry Limited
From: 21/05/2015 To: 07/09/2021

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Senior Administrator	Total Hours	Time Cost (£)	Avg Hourly Rate (£)	Hours Cum (POST Only)	Time Costs Cum (POST Only)
AP1 (NEW) : Case Planning & Strategy	0.00	0.00	0.20	0.00	0.00	0.20	25.00	125.00	0.20	25.00
AP2 (NEW) : Maintenance of Records	0.00	0.00	0.40	0.20	0.00	0.60	81.00	135.00	0.60	81.00
AP3 (NEW) : Case Monitoring	0.20	0.80	10.85	0.00	0.00	11.85	2,178.00	183.80	11.85	2,178.00
AP4 (NEW) : Statutory Duties	1.90	0.50	23.20	0.50	0.00	26.10	5,748.00	220.23	26.10	5,748.00
AP5 (NEW) : Cashiering	1.00	1.10	18.40	0.00	0.00	21.00	4,502.00	214.38	21.00	4,502.00
AP6 (NEW) : Tax Returns	1.40	0.00	4.10	1.20	0.00	6.70	1,561.50	233.06	6.70	1,561.50
F : Administration & Planning	0.00	0.00	2.00	0.00	0.00	2.00	317.00	158.50	2.00	317.00
Z103 : Appointment notification	0.00	0.00	8.10	0.00	0.00	8.10	1,296.00	160.00	8.10	1,296.00
Z104 : Maintenance of records	0.00	0.00	0.20	0.10	0.00	0.30	40.00	133.33	0.30	40.00
Z107 : Case Monitoring	1.50	0.00	5.80	0.00	0.00	7.30	1,355.50	185.68	7.30	1,355.50
Administration & planning	6.00	2.40	73.25	2.50	0.00	84.15	17,104.00	203.26	84.15	17,104.00
O : Other Case Specific Matter	0.00	0.00	0.20	0.00	0.00	0.20	30.00	150.00	0.20	30.00
Case specific matters	0.00	0.00	0.20	0.00	0.00	0.20	30.00	150.00	0.20	30.00
G : Cashier Work / Tax Matters	0.00	0.00	4.50	0.40	0.00	4.90	770.00	157.14	4.90	770.00
Cashier/Tax Returns	0.00	0.00	4.50	0.40	0.00	4.90	770.00	157.14	4.90	770.00
C : creditors	0.00	0.00	2.00	0.00	0.00	2.00	332.00	166.00	2.00	332.00
CR3 (NEW) : Unsecured Creditors	0.10	0.10	1.60	0.00	0.00	1.80	347.50	193.06	1.80	347.50
Creditors	0.10	0.10	3.60	0.00	0.00	3.80	679.50	178.82	3.80	679.50
I : Investigations	8.50	0.50	74.00	21.40	0.00	104.40	18,789.50	179.98	104.40	18,789.50
I1 (NEW) : SIP 2 Review	0.00	0.00	20.80	0.00	0.00	20.80	3,747.00	180.14	20.80	3,747.00
I2 (NEW) : CODA Report	0.00	0.00	2.80	0.00	0.00	2.80	420.00	150.00	2.80	420.00
Z201 : SIP 2 review	0.00	0.00	1.00	0.00	0.00	1.00	160.00	160.00	1.00	160.00
Z202 : CODA reports	0.00	0.00	5.10	1.00	0.00	6.10	978.00	160.33	6.10	978.00
Investigations	8.50	0.50	103.70	22.40	0.00	135.10	24,094.50	178.35	135.10	24,094.50
B3 : Asset Realisations - Free Assets	0.00	0.00	4.20	0.00	0.00	4.20	672.00	160.00	4.20	672.00
RA4 (NEW) : General/ Free Assets Realisation	0.30	0.00	1.00	0.00	0.00	1.30	350.50	269.62	1.30	350.50
RA5 (NEW) : Sale of Business and/or Assets	0.00	0.00	0.20	0.00	0.00	0.20	30.00	150.00	0.20	30.00
RA6 (NEW) : Identify, Insure, Securing Assets	0.00	0.00	0.70	0.10	0.00	0.80	120.00	150.00	0.80	120.00
RA7 (NEW) : Antecedent Recoveries	0.00	0.00	1.30	0.00	0.00	1.30	313.00	240.77	1.30	313.00
Z300 : Realisation of assets	0.00	0.00	1.90	0.00	0.00	1.90	304.00	160.00	1.90	304.00
Z301 : Ident, securing, insuring	0.00	0.00	0.80	0.00	0.00	0.80	128.00	160.00	0.80	128.00
Realisations of assets	0.30	0.00	10.10	0.10	0.00	10.50	1,917.50	182.62	10.50	1,917.50
J : Statutory Duties - Inc D Reports / Final Reports	2.00	0.00	11.90	0.00	0.00	13.90	2,501.00	179.93	13.90	2,501.00
Statutory Duties	2.00	0.00	11.90	0.00	0.00	13.90	2,501.00	179.93	13.90	2,501.00

Time Entry - Cumulative Detailed SIP9 Time & Cost Summary

NOVAL01 - Value Booze Cash and Carry Limited
From: 21/05/2015 To: 07/09/2021

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Senior Administrator	Total Hours	Time Cost (£)	Avg Hourly Rate (£)	Hours Cum (POST Only)	Time Costs Cum (POST Only)
Total Hours	16.90	3.00	207.25	25.40	0.00	252.55	47,096.50	186.48	247.75	46,078.50
Total Fees Claimed	18,352.47									

** . Denotes codes included in cumulative data that are not present in the period.



REMUNERATION POLICY

Charge Out Rates Applicable to this Assignment

The table below sets out charge out rates by grade of staff. Charge out rates are reviewed periodically and where an assignment covers more than one period the rates for each period relevant to that assignment are provided below.

	<i>1 April 2019 - 14 January 2021</i>	<i>15 January 2021 onward</i>
Grade of Staff	£ Per Hour	£ Per Hour
Partners / Office Holders	325-375	425-500
Director	300	400
Manager	260 -295	310-350
Administrator	125-250	140-275
Cashier & Support	100-120	100-140
Average	245	304

Time is charged in 6 minute units and recorded using an electronic time recording system.

Work is undertaken by the grade of staff most appropriate to the assignment or the task being dealt with.

Office Holder's fees may generally only be recovered with creditor approval. Creditors Guides to the calculation of Office Holder's fees, as provided by Statement of Insolvency Practice 9 (SIP9) published by R3, The Association of Business Recovery Professionals, are available at the link <http://www.icaew.com/en/technical/insolvency/creditors-guides> and paper copies are available on request.

DISBURSEMENTS POLICY

Category 1 Disbursements

Items of specific expenditure relating to the administration of the insolvent estate and payable to an independent third party (i.e. direct costs) are defined as "Category 1 disbursements". These are recoverable without creditor approval. Such items would include legal fees, agents' charges, bank charges and insurances. Such expenditure is made directly from the insolvent estate where funds are available. If funds are not available, then payment is made from this firm's office account and reimbursed from the estate when funds are available. All Category 1 disbursements are charged at the actual cost incurred, with no mark up or handling charge applied.

Category 2 Disbursements

Expenditure incidental to the administration of the insolvent estate which by its nature includes an element of shared or allocated costs is recoverable only with creditor approval. Payments in respect of these costs are defined as Category 2 disbursements. This office has a policy of not charging for any Category 2 disbursements and no other charges are made for any items bearing an element of shared or allocated cost.

APPENDIX D

A DESCRIPTION OF ROUTINE WORK UNDERTAKEN IN THE LIQUIDATION

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/electronic case files (as applicable).
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 (this is insurance required by statute that every insolvency office holder has to obtain for the protection of each estate).
Seeking a decision from creditors to fix the basis of the officeholder's remuneration.
Supervising the work of sub-contractors instructed on the case to assist in dealing with pension schemes; obtaining reports and updates from them on the work done; and checking the adequacy of the work done.
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 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 process 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 a final account of the liquidation to creditors and members.
Filing a final return at Companies House.

Realisation of assets:

Liaising with the bank regarding the closure of the account.
Instructing agents to value known assets.
Liaising with agents to realise known assets.
Instructing solicitors to assist in the realisation of assets.

Creditors:

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

Investigations:

Recovering the books and records for the case.
Listing the books and records recovered.
Submitting a report on the conduct of the directors as required by the Company Directors Disqualification Act.

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Conducting an initial investigation with a view to identifying potential asset recoveries by seeking and obtaining information from relevant third parties, such as the bank, accountants, solicitors, etc.

Reviewing books and records to identify any transactions or actions the office holder may take against a third party in order to recover funds for the benefit of creditors

APPENDIX E

FURTHER INFORMATION

Creditors Rights

1. Further information about creditors' rights can be obtained by visiting the creditors' information micro-site published by the Association of Business Recovery Professionals (R3) at <http://www.creditorinsolvencyguide.co.uk/getting-involved/#creditorapproval>
2. Details about how an office holder's fees may be approved for each case type are available in a series of Guidance Notes issued with Statement of Insolvency Practice 9, and they can be accessed at <https://www.icaew.com/technical/insolvency/understanding-business-restructuring-and-insolvency/creditors-guides>
3. There are different versions of these Guidance Notes, and in this case please refer to the Creditors Guide to Liquidators Fees Effective from 6 April 2017.
4. In addition, SKSi Practice Fee Recovery Policy can be found at: <https://www.sksi.co.uk/practice-fee-recovery-policy>.
5. An unsecured creditor may, with the permission of the court or with the concurrence of 5% in value of the unsecured creditors (including the creditor in question) request further details of the Liquidators' remuneration and expenses, within 21 days of receipt of this report. Any secured creditor may request the same details in the same time limit.
6. An unsecured creditor may, with the permission of the court or with the concurrence of 10% in value of the creditors (including the creditor in question), 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. Any secured creditor may make a similar application to court within the same time limit.

Complaints Procedure

1. At SKSi 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. If you should have cause to complain about the way that we are acting, you should, in the first instance, put details of your complaint in writing to our complaints officer Carrie James of SKSi. This will 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.
2. 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,

3. IP Complaints, 3rd Floor, 1 City Walk, Leeds, LS11 9DA; or you may email ip.complaints@insolvency.gov.uk; or you may phone 0300 678 0015 - calls are charged at between 1p and 10.5p per minute from a land line, for mobiles, between 12p and 41p per minute if you're calling from the UK.

Data Protection

4. Following the UK's exit from the EU, the UK is now subject to UK GDPR which sits alongside the Data Protection Act 2018 ("GDPR"), and I would like to draw your attention to the following
5. In providing our services, we act as an independent data controller in relation to client personal data, i.e. we are an organisation who decides the purpose for which any personal data is to be processed and the way in which it is to be processed. The term 'personal data' means any information relating to a living individual, natural person (data subject).
6. SKSi is committed to compliance with GDPR, together with any applicable national laws, regulations and secondary legislation in the UK relating to the processing of personal data.
7. We rely upon our legitimate interest in processing your data in ways which you would reasonably expect, where processing is necessary in our insolvency appointments and where our interests do not affect your interests, rights or freedoms. We are committed to safeguarding the privacy and security of any personal data which we process for this reason.
8. For further information on how we deal with personal data please see our privacy policy which can be found here: <https://sksi.co.uk/privacy-policy>
9. Should creditors have any queries regarding the use of their personal data please contact us on 0204 548 1000 or via email at anna.knights@sksi.co.uk

General Information

10. To comply with the Provision of Services Regulations, some general information about SKSi, including about our complaints policy and Professional Indemnity Insurance and the Insolvency Code of Ethics, can be found at <https://www.skis.co.uk/terms-and-conditions>

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APPENDIX F

NOTICE OF FINAL ACCOUNT

**NOTICE OF FINAL ACCOUNT OF
VALUE BOOZE CASH AND CARRY LIMITED ("THE COMPANY")**

IN CREDITORS' VOLUNTARY LIQUIDATION

Company registered number: 07135476

NOTICE IS GIVEN by the Joint Liquidators, Julie Swan and Mark Phillips, under rule 6.28 of The Insolvency (England and Wales) Rules 2016 and section 106 of The Insolvency Act 1986, that the company's affairs have been fully wound up.

1. Creditors have the right under rule 18.9 of The Insolvency (England and Wales) Rules 2016 to request further details of the Liquidators' remuneration and expenses. That request must be made to the Liquidators within 21 days of receipt of the final account, and with either the permission of the Court, or with the concurrence of 5% in value of the unsecured creditors (including the creditor in question). Secured creditors may also request further details.
2. Creditors have the right under rule 18.34 of The Insolvency (England and Wales) Rules 2016 to apply to Court to challenge the amount and/or basis of the Liquidators' fees, and/or the amount of any expenses incurred. That application must be made within 8 weeks of receipt of the final account, and with either the permission of the Court, or with the concurrence of 10% in value of the creditors (including the creditor in question). Secured creditors may also make an application.
3. Creditors may object to the release of the Liquidators by giving notice in writing to the Liquidators at the address given below before the end of the prescribed period. The prescribed period will end at the later of: 8 weeks after delivery of this notice; or, if any request for information regarding the Liquidators' remuneration and/or expenses is made under rule 18.9, or if any application is made to Court to challenge the Liquidators' fees and/or expenses under rules 18.34 or 18.35, when that request or application is finally determined.
4. The Liquidators will vacate office under section 171 of the Insolvency Act 1986 when, upon expiry of the prescribed period that creditors have to object to their release, they deliver to the Registrar of Companies the final account and a notice saying whether any creditor has objected to their release.
5. The Liquidators will be released under section 173 of the Insolvency Act 1986 at the same time as vacating office, unless any creditors objected to their release.

Creditors requiring further information regarding the above, should either contact me at Unit 1, First Floor, Brook Business Centre, Cowley Mill Road, Uxbridge, UB8 2FX, or contact Christina Bowman by telephone on 0204 548 1000, or by email at christina.bowman@sksi.co.uk.

8 September 2021



Julie Swan
Joint Liquidator

APPENDIX G

NOTICE ABOUT FINAL DIVIDEND POSITION

VALUE BOOZE CASH AND CARRY LIMITED ("THE COMPANY")

IN CREDITORS' VOLUNTARY LIQUIDATION

Company registered number: 07135476

Notice is given under rule 14.36 of The Insolvency (England and Wales) Rules 2016, by Julie Swan and Mark Phillips, the Joint Liquidators to the creditors of Value Booze Cash and Carry Limited, that no dividend will be declared to any class of creditor.

Creditors requiring further information regarding the above, should either contact me at Unit 1, First Floor, Brook Business Centre, Cowley Mill Road, Uxbridge, UB8 2FX, or contact Christina Bowman by telephone on 0204 548 1000, or by email at christina.bowman@sksi.co.uk.

8 September 2021



Julie Swan
Joint Liquidator