

LIQ03

Notice of progress report in voluntary winding up



Companies House

FRIDAY



A26 *A8569SRT* 10/05/2019 #38
COMPANIES HOUSE

1 Company details

Company number 0 7 2 3 5 6 3 1

Company name in full Village Referrals Limited

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

2 Liquidator's name

Full forename(s) Lee Anthony

Surname Green

3 Liquidator's address

Building name/number King Street House

Street 15 Upper King Street

Post town Norwich

County/Region

Postcode N R 3 1 R B

Country

4 Liquidator's name ①

Full forename(s)

Surname

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

5 Liquidator's address ②

Building name/number

Street

Post town

County/Region

Postcode

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 2	^d 7	^m 0	^m 3	^y 2	^y 0	^y 1	^y 8
To date	^d 2	^d 6	^m 0	^m 3	^y 2	^y 0	^y 1	^y 9

7 Progress report☒ The progress report is attached**8** Sign and date

Liquidator's signature

Signature

X



X

Signature date

^d0^d9^m0^m5^y2^y0^y1^y9

**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 **Graeme Douglas**

Company name **Larking Gowen LLP**

Address **King Street House**
15 Upper King Street

Post town **Norwich**

County/Region

Postcode **N R 3 1 R B**

Country

DX

Telephone **01603 624181**

**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

Village Referrals Limited
(In Liquidation)
Liquidator's Summary of Receipts & Payments

Declaration of Solvency £		From 27/03/2018 To 26/03/2019 £	From 27/03/2018 To 26/03/2019 £
	ASSET REALISATIONS		
95,846.87	Cash at Bank	NIL	NIL
90.00	Debtors	95,936.87	95,936.87
		95,936.87	95,936.87
	DISTRIBUTIONS		
	Ordinary Shareholders	95,936.87	95,936.87
		(95,936.87)	(95,936.87)
95,936.87		NIL	NIL
	REPRESENTED BY		
			NIL

Note:

The intercompany debt distributed in specie to CVS (UK) Limited was valued in the Company accounts at £90.00 in addition to the balance of £95,846.87 that was previously shown as cash at bank. These values have been used for the purpose of the distribution.

A total of £95,936.87 has been distributed to the ordinary shareholders which has resulted in a return of £1,065.97 per share, in respect of share capital totalling £90.00 (86 ordinary A and 4 ordinary B shares of £1.00 each).



Lee Anthony Green
Liquidator

VILLAGE REFERRALS LIMITED – IN MEMBERS' VOLUNTARY LIQUIDATION

LIQUIDATORS' PROGRESS REPORT TO MEMBERS FOR THE YEAR ENDING 26 MARCH 2019

STATUTORY INFORMATION

Company name: Village Referrals Limited

Registered office: King Street House
15 Upper King Street
Norwich
NR3 1RB

Former registered office: CVS House
Owen Road
Diss
Norfolk
IP22 4ER

Registered number: 07235631

Liquidator's name: Lee Anthony Green

Liquidator's address: King Street House, 15 Upper King Street, Norwich, NR3 1RB

Liquidator's date of appointment: 27 March 2018

LIQUIDATORS' ACTIONS SINCE APPOINTMENT

Following my appointment I dealt with my statutory obligation to advertise and circulate details relating to the winding up of the Company and of my appointment as Liquidator. I also advertised a notice for any creditors to submit details of their claims to me in writing. No claims were received and accordingly no dividends were payable to creditors.

During the Liquidation I have declared one distribution to the Company's shareholder. Further details of this distribution can be found in the report below.

I have sought the necessary clearances from HM Revenue & Customs ("HMRC") to conclude the Liquidation however, HMRC were unable to grant clearance as there was two outstanding corporation tax returns for the pre Liquidation periods from 01 July 2016 to 30 June 2017 and from 01 July 2017 to 26 March 2018.

I informed HMRC of the date of acquisition and further advised that the business was 'hived up' into CVS (UK) Limited ("CVS") on acquisition. I confirmed that there was no income through the company after acquisition and therefore no income to be reported to the period from the last return up to the date of Liquidation.

HMRC continued to refuse to give clearance therefore it was arranged for the outstanding returns to be prepared and filed. CVS engaged Larking Gowen LLP's Tax Advisory Group ("TAG") to undertake this work.

There is certain work that I am required by the insolvency legislation to undertake work in connection with the liquidation that provides no financial benefit for the creditors. A description of the routine work undertaken since my appointment as Liquidator is contained in Appendix 2.

RECEIPTS AND PAYMENTS ACCOUNT

My Receipts & Payments Account for the period from 27 March 2018 to 26 March 2019 is attached at Appendix 1.

ASSETS

There was a book debt owing to the Company for £90.00 by the shareholder in respect of the share capital value. The debt was distributed in specie back to the shareholder.

As per the latest accounts there was an inter-company debt of £95,846.87 owed by CVS to Village Referrals Limited and this was settled by CVS prior to Liquidation. The Company had a separate bank account but all subsidiary accounts clear to zero each night therefore the banking arrangement resulted in the balance sweeping back to CVS. The balance was subsequently distributed in specie back to the shareholder.

LIABILITIES

The declaration of solvency did not detail any known liabilities.

Following my appointment I placed an advert in the London Gazette on 04 April 2018 requesting that any persons claiming to be a creditor of the company should provide me with written details of their claim by no later than 30 April 2018. I confirm that no claims were received.

Secured Creditors

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.

Preferential Creditors

The Declaration of Solvency did not anticipate any preferential creditors and no preferential claims have been received.

Crown Creditors

The Declaration of Solvency did not anticipate any amounts owing to HMRC. HMRC have issued a penalty for failure to deliver the outstanding returns which I will request to be removed after all taxation matters have been dealt with.

Non-Preferential Unsecured Creditors

The Declaration of Solvency did not include any non-preferential unsecured creditors. I have not received any claims from any non-preferential unsecured creditors.

SHARE CAPITAL

The following distribution in specie has been made to the members holding 86 ordinary A and 4 ordinary B shares of £1.00 each.

Date	Amount distribution	Rate of distribution per share
06 June 2018	£95,936.87	£1,065.97 per share

LIQUIDATOR'S REMUNERATION & EXPENSES

My remuneration was previously authorised by CVS (UK) Limited, as per the letter of engagement signed on 26 February 2018 on a fixed fee basis of £1,250.00 plus VAT. CVS (UK) Limited also approved the payment of any expenses incurred which includes statutory advertising and bonding.

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 Liquidator's 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 Liquidator as being excessive, and/or the basis of the Liquidator's 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 all taxation matters have been fully resolved and HMRC confirm they have no objection to me concluding the Liquidation and seeking my release from office. I estimate that this will take approximately 1-3 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 Graeme Douglas on 01603 624181, or by email at graeme.douglas@larking-gowen.co.uk.

A handwritten signature in black ink, appearing to read 'Lee Anthony Green', with a stylized, cursive script.

Lee Anthony Green
LIQUIDATOR

Village Referrals Limited
(In Liquidation)
Liquidator's Summary of Receipts & Payments
To 26/03/2019

Dec of Sol £		£	£
	ASSET REALISATIONS		
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90.00	Debtors	95,936.87	
			95,936.87
	DISTRIBUTIONS		
	Ordinary Shareholders	95,936.87	
			(95,936.87)
95,936.87			NIL
	REPRESENTED BY		NIL

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Lee Anthony Green
Liquidator

Appendix 2

1. Administration and Planning

- 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 electronic case files.
- Setting up the case on the practice's electronic case management system and entering data.
- Issuing the statutory notifications to HMRC and other 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 members (as applicable).
- Dealing with all routine correspondence and emails relating to the case.
- Reviewing the adequacy of the specific penalty bond on a quarterly basis.
- Undertaking periodic reviews of the progress of the case.
- Overseeing and controlling the work done on the case by case administrators.
- Filing returns at Companies House.
- Overseeing the preparation and filing Corporation Tax returns.
- Seeking closure clearance from HMRC and other relevant parties.
- Preparing, reviewing and issuing annual progress reports to Members.

2. Creditors

- Dealing with HMRC correspondence, emails and telephone conversations regarding their claims.
- Issuing a notice of intended dividend and placing an appropriate gazette notice.

General insolvency information referred to in the accompanying report and links to websites referred to in the report

Information about creditors' rights

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/>.

Information about how an Office Holder's fees may be approved

Details about how an office holder's fees may be approved for each case type are available in a series of guides issued with Statement of Insolvency Practice 9 (SIP 9) and can be accessed <https://www.larking-gowen.co.uk/what-we-offer/by-service/insolvency-recovery/> and you will need to click on 'Click here for insolvency information and guidance' to the right of the page.

Further details are also provided in the Larking Gowen LLP practice fee recovery sheet at <https://www.larking-gowen.co.uk/what-we-offer/by-service/insolvency-recovery/> and you will need to click on 'Click here for insolvency information and guidance' to the right of the page.

If you would like a paper copy of the relevant guide then please write to Insolvency & Recovery, Larking Gowen LLP, King Street House, 15 Upper King Street, Norwich, NR3 1RB at the above address, email insolvency@larking-gowen.co.uk or phone 0330 024 0888 and ask for the Insolvency & Recovery department.

Information about creditors' Committees

Further information about the role of the creditors' Committee and what might be expected from its members is available at the link <https://www.larking-gowen.co.uk/what-we-offer/by-service/insolvency-recovery/> and you will need to click on 'Click here for insolvency information and guidance' to the right of the page.

The Insolvency Code of Ethics

Insolvency Practitioners, when carrying out all professional work relating to an insolvency appointment, are bound by The Insolvency Code of Ethics which can be found at <https://www.gov.uk/government/publications/insolvency-practitioner-code-of-ethics>

The Institute of Chartered Accountants Code of Ethics (ICAEW)

Andrew Kelsall and Lee Green and all bound by the regulations of their professional body, The ICAEW, which can be found at <http://www.icaew.com/en/technical/ethics/icaew-code-of-ethics/icaew-code-of-ethics>.

Professional rules that apply to the Office Holders

Statements of Insolvency Practice (SIPs) are a series of guidance notes issued to licensed insolvency practitioners with a view to maintaining standards by setting out required practice. Details of the SIPs can be found at <http://www.icaew.com/en/technical/insolvency/insolvency-regulations-and-standards/statements-of-insolvency-practice-sips-england>. Further details of the regulations set by The ICAEW are at <http://www.icaew.com/en/technical/insolvency/sips-regulations-and-guidance>.

Complaints Procedure

At Larking Gowen LLP 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 this case then in the first instance you should contact me at the address given in your letter.

If you consider that I have not dealt with your comments or complaint appropriately you should then put details of your concerns in writing to our complaints officer Andrew Burwood, Larking Gowen LLP, King Street House, 15 Upper King Street, Norwich, NR3 1RB. 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 Insolvency Service Complaints Gateway which covers Insolvency Practitioners regulated by, among other regulatory bodies, the ICAEW. The complaints procedure can be found at <https://www.icaew.com/about-icaew/act-in-the-public-interest/complaints-process/make-a-complaint> and by selecting the 'My complaint relates to insolvency work' section.

You may submit your complaint in writing to IP Complaints, 3rd Floor, 1 City Walk, Leeds, LS11 9DA, or 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. Information on the call charges that apply is available at <https://www.gov.uk/call-charges>.

Indemnity insurer

In accordance with the disclosure requirements of the Provision of Services Regulations 2009 our principal professional indemnity insurer is AIG Europe Limited who can be contacted via our brokers Howden UK Group Limited, 71 Fenchurch Street, London EC3M 4BS. The territorial and jurisdictional coverage is worldwide.

Privacy Policy

Larking Gowen LLP's privacy policy can be found at <https://www.larking-gowen.co.uk/privacy-and-cookie-policy>.

VAT number

Larking Gowen LLP's VAT number is 105 7234 96.

Bribery Act 2010

Larking Gowen LLP is committed to applying the highest standards of ethical conduct and integrity in its business activities. Every employee and individual acting on Larking Gowen LLP's behalf is responsible for maintaining our reputation and for conducting company business honestly and professionally.

Larking Gowen LLP take a zero-tolerance approach to bribery and corruption and are committed to acting professionally, fairly and with integrity in all our business dealings and relationships wherever we operate.

Larking Gowen LLP requires all those who are associated with it to observe the highest standards of impartiality, integrity and objectivity.

Larking Gowen LLP prohibits anyone acting on its behalf from:

- bribing another person. A bribe includes the offering, promising or giving of any financial or other type of advantage;
- accepting a bribe. This includes requesting, agreeing to receive or accepting any financial, or another kind of advantage;
- bribing a foreign public official; and
- condoning the offering or acceptance of bribes.

Larking Gowen LLP will:

- avoid doing business with others who do not accept our values and who may harm our reputation;
- maintain processes, procedures and records that limit the risk of direct or indirect bribery;
- promote awareness of this policy amongst its staff, those acting on its behalf and entities with which it has any commercial dealings;
- investigate all instances of alleged bribery, and will assist the police, and other authorities when appropriate, in any resultant prosecutions. In addition, disciplinary action will be considered against individual members of staff;
- review this policy regularly and update it when necessary.