

# LIQ03

## Notice of progress report in voluntary winding up



Companies House

For further information, please  
refer to our guidance at  
[www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)

### 1 Company details

Company number 0 7 4 5 1 6 3 2

Company name in full Alderbrook Financial Planning Limited

#### → Filling in this form

Please complete in typescript or in  
bold black capitals.

### 2 Liquidator's name

Full forename(s) Lee

Surname De'ath

### 3 Liquidator's address

Building name/number Town Wall House

Street Balcerne Hill

Post town Colchester

County/Region Essex

Postcode C O 3 3 A D

Country

### 4 Liquidator's name ①

Full forename(s) Richard

Surname Toone

#### ① Other liquidator

Use this section to tell us about  
another liquidator.

### 5 Liquidator's address ②

Building name/number 31st Floor

Street 40 Bank Street

Post town London

County/Region

Postcode E 1 4 5 N R

Country

#### ② Other liquidator


Use this section to tell us about  
another liquidator.

# LIQ03

## Notice of progress report in voluntary winding up

<b>6</b>	<b>Period of progress report</b>															
From date	<sup>d</sup>	2	<sup>d</sup>	6	<sup>m</sup>	1	<sup>m</sup>	1	<sup>y</sup>	2	<sup>y</sup>	0	<sup>y</sup>	2	<sup>y</sup>	0
To date	<sup>d</sup>	2	<sup>d</sup>	5	<sup>m</sup>	1	<sup>m</sup>	1	<sup>y</sup>	2	<sup>y</sup>	0	<sup>y</sup>	2	<sup>y</sup>	1

<b>7</b>	<b>Progress report</b>											
<input checked="" type="checkbox"/> The progress report is attached												

<b>8</b>	<b>Sign and date</b>															
Liquidator's signature	<div>Signature</div> <div>  </div>															
Signature date	<sup>d</sup>	2	<sup>d</sup>	4	<sup>m</sup>	0	<sup>m</sup>	1	<sup>y</sup>	2	<sup>y</sup>	0	<sup>y</sup>	2	<sup>y</sup>	2

**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 **Charlotte Faram**

Company name **Begbies Traynor (Central) LLP**

Address **Town Wall House**

**Balkerne Hill**

Post town **Colchester**

County/Region **Essex**

Postcode 

C	O	3		3	A	D
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Country

DX

Telephone **01206 217900**

**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)**

**Alderbrook Financial Planning Limited**  
**(In Liquidation)**  
**Joint Liquidators' Summary of Receipts & Payments**

Declaration of Solvency £		From 26/11/2020 To 25/11/2021 £	From 26/11/2020 To 25/11/2021 £
100.00	ASSET REALISATIONS		
	Book Debts	NIL	NIL
		NIL	NIL
(100.00)	DISTRIBUTIONS		
	Ordinary Shareholders	NIL	NIL
		NIL	NIL
		<b>NIL</b>	<b>NIL</b>
	REPRESENTED BY		
			<b>NIL</b>



Lee De'ath  
Joint Liquidator

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## Alderbrook Financial Planning Limited **(In Members' Voluntary Liquidation)**

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Progress report

Period: 26 November 2020 to 25 November 2021

### Important Notice

This report has been produced solely to comply with our statutory duty to report to the member of the Company pursuant to Section 92A of the Insolvency Act 1986. This report is private and confidential and may not be relied upon, referred to, reproduced or quoted from, in whole or in part, by the member for any purpose other than this report to them, or by any other person for any purpose whatsoever.

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## 1. INTERPRETATION

<u>Expression</u>	<u>Meaning</u>
"the Company"	Alderbrook Financial Planning Limited (In Members' Voluntary Liquidation)
"the liquidators", "we", "our" and "us"	Lee De'ath of Begbies Traynor (Central) LLP, Town Wall House, Balmerne Hill, Colchester, Essex, CO3 3AD and Richard Toone of Begbies Traynor (London) LLP, 31st Floor, 40 Bank Street, London, E14 5NR
"the Act"	The Insolvency Act 1986 (as amended)
"the Rules"	The Insolvency (England and Wales) Rules 2016 (as amended)
"secured creditor" and "unsecured creditor"	Secured creditor, in relation to a company, means a creditor of the company who holds in respect of his debt a security over property of the company, and "unsecured creditor" is to be read accordingly (Section 248(1)(a) of the Act)
"security"	(i) In relation to England and Wales, any mortgage, charge, lien or other security (Section 248(1)(b)(i) of the Act); and  (ii) In relation to Scotland, any security (whether heritable or moveable), any floating charge and any right of lien or preference and any right of retention (other than a right of compensation or set off) (Section 248(1)(b)(ii) of the Act)
preferential creditors	Any creditor of the Company whose claim is preferential within Sections 386, 387 and Schedule 6 to the Act

## 2. COMPANY INFORMATION

Trading name(s):	Alderbrook Financial Planning Limited
Company registered number:	09564383
Company registered office:	CVR Global LLP, Town Wall House, Balmerne Hill, COLCHESTER, CO3 3AD
Former trading address:	Holmwood House, Langhurstwood Road, Horsham, West Sussex, RH12 4QP

## 3. DETAILS OF APPOINTMENT OF LIQUIDATORS

Date winding up commenced:	26 November 2020
Date of liquidators' appointment:	26 November 2020

Please note that with effect from 16 January 2021, CVR Global LLP, became part of Begbies Traynor's corporate recovery and insolvency practice. Further information in relation to Begbies Traynor and the Begbies Traynor Group can be accessed at: <http://www.begbies-traynorgroup.com>. CVR Global LLP will trade as 'Begbies Traynor' with immediate effect and will continue to operate from CVR Global LLP's existing offices. CVR Global LLP becoming part of Begbies Traynor will not affect the ongoing administration of the above-mentioned case, which will continue to be dealt with by the existing member of the CVR Global LLP Team.

## 4. PROGRESS DURING THE PERIOD

This is our annual progress report and account of the liquidation for the period 26 November 2020 to 25 November 2021.

### Receipts and Payments

Attached at Appendix 1 is our abstract of receipts and payments for the period from 26 November 2020 to 25 November 2021.

### Asset Realisations

#### Book debts

The only asset appearing on the Declaration of Solvency was an inter-company debt of £100 due from the sole shareholder. This debt will be set off against a distribution to be declared to the shareholder prior to the conclusion of the liquidation.

### Costs of Realisations

The following costs have been incurred since our appointment as Joint Liquidators:

	£
Statutory Bonding	20
Statutory Advertising	120
Declaration of Solvency swear	42

What work has been done in the period of the report, why was that work necessary and what has been the financial benefit (if any) to the member?

Details of the types of work that generally fall into the headings mentioned below are available on our firm's website - <http://www.begbies-traynorgroup.com/work-details>. Under the following headings we have explained the specific work that has been undertaken on this case. Not every piece of work has been described, but we have sought to give a proportionate overview which provides sufficient detail to allow the member to understand what has been done, why it was necessary and what financial benefit (if any) the work has provided to the member.

The costs are not split out per heading, as our proposed fees are based on a fixed sum.

The details below relate to the work undertaken in the period of the report only.

### General case administration and planning

Insolvency Practitioners are required to maintain records to demonstrate how the case is administered, and to document any decisions that materially affect the case.

At the onset of the case a strategy was formed for how the case will be managed. This took into consideration the level of assets to be realised, how those assets will be realised, and whether there will be sufficient realisations to make payments to the company's creditors and whether any surplus funds will be available for distribution to the Company's member. The case was subject to reviews to ensure case progression and the files were kept up to date.

Whilst this does not benefit the member financially, it is necessary to ensure the efficient and compliant progressing of the liquidation, which ensures that the joint liquidators and their staff carry out their work to high professional standards.

### Compliance with the Insolvency Act, Rules and best practice

The Insolvency Practitioners are governed by the Insolvency Act and Rules, together with following best practice guidelines known as Statements of Insolvency Practice. We have certain statutory obligations and duties to fulfil whilst in office which include the regular filing of progress reports with Companies House and the filing of a final report at the end of the period. We are also required to notify various bodies of our appointment, including creditors, Companies House, and advertise our appointment in the London Gazette.

We are also duty bound to correspond with creditors and issue notice of the insolvency event to the likes of the pensions departments, banks and other parties who would have an interest in the proceedings.

This work does not benefit the member financially but is necessary in accordance with the Insolvency Act, Rules and best practice.

### Realisation of assets

All work carried out in respect of the asset realisation is for the purpose of realising property and assets for the benefit of the member generally.

### *Dealing with all creditors' claims (including employees), correspondence and distributions*

Time is spent dealing with creditor queries as and when required. This can include queries by telephone, email or within letters received in the post.

If applicable, creditors' claims would be dealt with in accordance with the order of priority and would be subject to adjudication. All claims received would be noted and registered for dividend purposes. Where required additional information from creditors in support of their proofs of debts would be requested.

There were no creditors disclosed in the Declaration of Solvency and no claims have been received.

### Other matters which includes meetings, tax, litigation, pensions and travel

During the course of administering the case, the Insolvency Practitioner may be required to carry out additional work which does not necessarily fall under any of the other categories above.

We may also be required to submit VAT and Tax returns when appropriate in order to reclaim monies for the estate and pay over any taxes due to HMRC.

In this matter the following tasks were carried out:-

- Liaising with the company's tax department to prepare and file tax returns for pre-liquidation periods.
- Prepare and file tax returns for post-liquidation periods
- Liaising with HMRC with regards to seeking formal tax clearance

Instances and explanations of such work that might fall under this category are provided on our website at <http://www.begbies-traynorgroup.com/work-details>.

Once again, there may not be any obvious financial benefit to the member, but all work carried out would likely be considered necessary for the administration and progression of the case.

## 5. CREDITORS

As in any liquidation, in a members' voluntary liquidation creditors are required to prove their claims and the liquidators must examine the proofs and the particulars of the claims and admit them, in whole or in part, or reject them. The liquidators must then settle the priorities of the creditors (as between secured, preferential, secondary preferential and unsecured creditors) before paying them in full with statutory interest.

The statement of assets and liabilities embodied within the declaration of solvency sworn by the director indicated that there were no outstanding creditors.

We have received Corporation tax clearance however are still awaiting clearance from HMRC in relation to VAT and PAYE.

## 6. DISTRIBUTIONS TO MEMBER

No distributions have been made to the member during the period.

A first and final distribution will be made prior to the closure of the Liquidation.

## 7. REMUNERATION & EXPENSES

### Remuneration

At the Meeting of the sole Member held on 26 November 2020 it was agreed that the Joint Liquidators be paid a fixed fee of £2,000 plus VAT and disbursements for assistance in the formalities of initiating the process of Liquidation and for dealing with the administration of the Liquidation in accordance with the terms of their letter of engagement dated 8 May 2015. Approval was also given to recovery of category 2 disbursements. These fees were to be drawn as an expense of the Liquidation.

The Joint Liquidators have received fees in the sum of £1,000 plus VAT on account to date. Since there are no funds in the liquidation, the fees will be settled by a Group company.

### Disbursements

We are also authorised to draw expenses, including expenses for services provided by our firm (defined as category 2 expenses in Statement of Insolvency Practice 9, in accordance with our firm's policy, details of which were presented to the general meeting of the Company at which various resolutions, including the special resolution that the Company be wound up voluntarily, were passed] and which is attached at Appendix 2 of this report.

#### Category 1 Disbursements

The following Category 1 disbursements have been incurred and will be settled by a Group company.

Type of disbursement	Amount Incurred in reporting period £	Amount Discharged £	Balance (to be discharged) £
Statutory Advertising	120	0	120
Specific Bond	20	0	20
Declaration of Solvency swear	42	0	42

#### Category 2 Disbursements

The Member and creditors are advised that I do not propose to draw Category 2 disbursements.

## 8. LIQUIDATORS' EXPENSES

A statement of the expenses incurred during the period of this progress report is attached at Appendix 3.

## 9. ASSETS THAT REMAIN TO BE REALISED AND WORK THAT REMAINS TO BE DONE

#### Tax Clearance from HMRC

As previously reported above, I am awaiting VAT and PAYE clearance from HMRC. I will continue to pursue HMRC in this respect but would advise that they are currently facing substantial delays in responding due to COVID-19 related matters.

What work remains to be done, why is this necessary and what financial benefit (if any) will it provide to the member?

#### General case administration and planning

Regular reviews will be undertaken to ensure case progression and the files will be kept up to date.

Whilst this does not benefit the member financially, it is necessary to ensure the efficient and compliant progressing of the liquidation, which ensures that the joint liquidators and their staff carry out their work to high professional standards.

#### Compliance with the Insolvency Act, Rules and best practice

We have certain statutory obligations and duties to fulfil whilst in office which include the regular filing of progress reports with Companies House and the filing of a final report at the end of the period.

This work does not benefit the member financially but is necessary in accordance with the Insolvency Act, Rules and best practice.

How much will this further work cost?

We do not propose to raise any further fees, other than in relation to the balance of our agreed fee which is still to be drawn.

Expenses

I do not anticipate any additional expenses in connection with the work that remains to be done referred above.

## 10. OTHER RELEVANT INFORMATION

Use of personal information

Please note that in the course of discharging our statutory duties as liquidators, we may need to access and use personal data, being information from which a living person can be identified. Where this is necessary, we are required to comply with data protection legislation. If you are an individual and you would like further information about your rights in relation to our use of your personal data, you can access the same at <https://www.begbies-traynorgroup.com/privacy-notice>. If you require a hard copy of the information, please do not hesitate to contact us.

## 11. MEMBERS' RIGHTS

Right to request further information

Pursuant to Rule 18.9 of the Rules, within 21 days of the receipt of this report a member or members of the Company with at least 5% of the voting total rights of all the members having the right to vote at general meetings of the Company (or any member or members with less than 5% of the total voting rights, but with the permission of the court) may request in writing that we provide further information about our remuneration or expenses which have been incurred during the period of this progress report.

Right to make an application to Court

Pursuant to Rule 18.34 of the Rules, within 8 weeks of receipt of this progress report any member or members of the Company with at least 10% of the total voting rights of all the members having the right to vote at general meetings of the Company (or any member, or members with less than 10% of the total voting rights, but with the permission of the Court) may make an application to court on the grounds that the remuneration charged or the expenses incurred during the period of this progress report are excessive or, the basis fixed for our remuneration is inappropriate.

Obtaining information on the remuneration of liquidators and the payment of expenses

The basis of remuneration for acting as liquidators was sought following appointment. Notwithstanding this, beneficiaries of the surplus are able to seek information on their rights in relation to the remuneration and the payment of expenses and can obtain a copy of 'Begbies Traynor Guide for Shareholders. A Guide to the Liquidators' fees – England and Wales' on our website at <https://www.begbies-traynorgroup.com/services-to/shareholders>

Alternatively, if you require a hard copy of the guide, please contact our office and a copy will be sent to you.

## 12. CONCLUSION

We will report again in approximately twelve months time or at the conclusion of the liquidation, whichever is the sooner.

A handwritten signature in black ink, appearing to read 'L M DE'ATH', enclosed within a large, loopy oval shape.

L M DE'ATH  
Joint Liquidator

Dated: 21 January 2022

# ACCOUNT OF RECEIPTS AND PAYMENTS

Period: 26 November 2020 to 25 November 2021

Alderbrook Financial Planning Limited  
(In Liquidation)  
JOINT LIQUIDATORS' RECEIPTS AND PAYMENTS ACCOUNT

	Declaration of Solvency £	From 26/11/2020 To 25/11/2021 £	From 26/11/2020 To 25/11/2021 £
RECEIPTS			
Book Debts	100.00	0.00	0.00
		<u>0.00</u>	<u>0.00</u>
PAYMENTS			
Ordinary Shareholders	(100.00)	0.00	0.00
		<u>0.00</u>	<u>0.00</u>
Net Receipts/(Payments)		<u>0.00</u>	<u>0.00</u>
MADE UP AS FOLLOWS			
		<u>0.00</u>	<u>0.00</u>

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Lee De'ath  
Joint Liquidator

## STATEMENT OF LIQUIDATORS' EXPENSES

Type of expense	Name of party with whom expense incurred	Amount incurred £	Amount discharged £	Balance (to be discharged) £
Expenses incurred with entities not within the Begbies Traynor Group				
Statutory advertising	Courts advertising	120	0	120
Bond	Avia - JLT	20	0	20
Declaration of Solvency swear	Barker Gotelee solicitors	42	0	42