

In accordance with
Rule 6.28 of the
Insolvency (England &
Wales) Rules 2016 and
Section 106(3) of the
Insolvency Act 1986.

LIQ14

Notice of final account prior to dissolution in CVL



Companies House

SATURDAY



A07

A8D10X5S

31/08/2019

COMPANIES HOUSE

#365

1 Company details

Company number 0 7 5 5 9 6 9 1

Company name in full The Button Badge Company Limited

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

2 Liquidator's name

Full forename(s) Mark Elijah Thomas

Surname Bowen

3 Liquidator's address

Building name/number 11 Roman Way

Street Berry Hill

Post town Droitwich Spa

County/Region Worcestershire

Postcode W R 9 9 A J

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.

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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

28 08 2019

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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 Julie Jones

Company name MB Insolvency

Address 11 Roman Way

Berry Hill

Post town Droitwich Spa

County/Region Worcestershire

Postcode WR9 9AJ

Country

DX information@mb-i.co.uk

Telephone 01905 776771



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

MET Bowen appointed liquidator on 30 May 2018

The Button Badge Company Limited (In Liquidation)

LIQUIDATOR'S FINAL ACCOUNT

Period: 30 May 2018 (commencement of liquidation) to 29 August 2019 (conclusion of winding up)

Contents

- ☐ Company and Liquidator's details
- ☐ Case Strategy
- ☐ Receipts and payments account
- ☐ Creditor claims
- ☐ Dividends
- ☐ Investigations & Other relevant information
- ☐ Creditors' right to challenge
- ☐ Key outcomes for creditors
- ☐ Matters outstanding
- ☐ Appendices
 - 1. Liquidator's final account of receipts and payments for the period of the liquidation.
 - 2. Liquidator's expenses

1. Company and Liquidator's Details

Company registered number:	07559691
Nature of business:	Badge Making
Former trading address:	46 Clensmore Street, Kidderminster DY10 2JS
Date winding up commenced:	30 May 2018
Names of Liquidator:	Mark Bowen
Date of liquidators' appointment:	30 May 2018
Changes in office holder (if any):	None
Registered office address:	11 Roman Way Business Centre, Berry Hill, Droitwich, Worcestershire, WR9 9AJ

This report should be read in conjunction with my last report to creditors dated 6 June 2019 I am obliged by Statute to deliver this final account to all known creditors of the Company and following the date of this final account I will be obliged to file it as a final account with the Registrar of Companies.

Case Strategy

My overall strategy for the liquidation has been and remained throughout to realise the Company's assets as expeditiously as possible (which work also includes carrying out investigations to ensure that all valuable assets have been identified). This work is concluded.

Sufficient assets were realised (after providing for liquidation costs) to make a distribution to the preferential creditors and creditors' claims were agreed promptly to enable me to distribute the net liquidation funds as soon as possible. This work is now also concluded.

In this case there were potentially material matters to investigate however my investigations did not identify any matters that it was in the interests of the creditors of the Company to pursue. Accordingly my investigations are concluded.

Having realised and distributed all of the Company's assets and concluded my investigations it is now incumbent on me to draw the liquidation to a prompt conclusion.

I have been supported in the performance of my duties by a Case Manager, a Case Administrator and by Support Staff, who had and have the day to day conduct of it and who help me to ensure that work done was and is carried out at the appropriate grade, having regard to its complexity.

Liquidator's actions

The liquidator has completed the following tasks during the liquidation period:

- Requested and examined all relevant books and records
- Arranged a specific bond commensurate with the asset level.
- Opened a liquidation bank account.
- Issued statutory notices to The Registrar of Companies, creditors, shareholders, & HMRC
- Changed the registered office to 11 Roman Way, Berry Hill, Droitwich, Worcestershire WR9 9AJ
- Circulated the report to creditors following the appointment of liquidator by the Deemed Consent process.
- Issued his Statutory Estimates of Fees and Liquidation expenses to the Company's creditors
- Advertised the appointment in the London Gazette and requested information from Creditors and proofs of debt.
- Written to Directors informing of cessation of powers, duty to co-operate, completion of questionnaire and the restriction on re-use of Company name.
- Collated information received from Creditors/answered on-going enquiries.
- Chaired a meeting by correspondence convened to fix the basis of his remuneration
- Investigated asset levels and reconciled with position detailed within the Company records

- Agreed preferential claims and paid a dividend.
- Submitted report to The Department for Business, Energy & Industrial Strategy
- Reconciled bank account at monthly intervals
- Reconciled Corporation Tax liabilities
- Paid/Reclaimed VAT as applicable
- Issued this final account

2. Receipts and Payments Account

Attached at Appendix 1 is my account of receipts and payments from the commencement of the winding-up to 29 August 2019, showing asset realisations in the Liquidation and how they have been disbursed. My comments on items appearing in the account are as follows.

RECEIPTS

Transactions with connected parties

Since my appointment a sale to a connected party has occurred.

The Liquidator instructed MGR Appraisals Limited, who are professional independent agents with adequate professional indemnity insurance, to dispose of the Company's assets using the most advantageous method available.

Plant and Machinery, Stock and Goodwill

Following appointment Veldon Printers Limited, a company with common directors and shareholders made an offer to purchase the remaining plant and machinery, stock and goodwill of the company. An offer of £3,500 was made by Veldon Printers Limited to the agents, who advised acceptance of the offer as it provided a better return than if the assets were sold via auction. The sum of £3,500 has been received in full

Consequently, the Company's assets were sold to Veldon Printers Limited for £3,500 (exclusive of any VAT), which was received in full on 13 September 2018.

Motor Vehicle

The motor vehicle was sold by the agents for a consideration of £200 by private treaty.

Book Debts

Book debts with a book value of 46,154.73 were due to the company. Veldon Limited expressed an interest in assisting the liquidator with the book debt collection for a commercial commission. This was agreed and the collection commenced for a 10% commission. The sum of £40,267.33 was collected.

Cash at Bank

The sum of £2,670.11 has been realised from the company bank account held with Lloyds Bank plc. In addition the sum of £12.49 has been received by way of bank interest.

PAYMENTS

The payments detailed on the attached receipts and payments account are considered self-explanatory.

Liquidators' Remuneration

My pre and post appointment fees and category 2 disbursements were approved by creditors by way of a resolution passed by correspondence on 13 August 2018 following my fee estimate which was circulated to creditors on 11 July 2018. My fees were approved by creditors as a set fee of £5,000 plus VAT and expenses for my pre appointment work in preparing the statement of affairs and arranging the appointment of liquidator by the Deemed Consent process. My post appointment fee was approved as a fixed fee of £30,870.

Detailed below is a summary of that fee estimate, including my illustrative allocation of that fee between the various activities in the liquidation. I am also providing details of time spent as recorded in the time records I am obliged to maintain by the Insolvency Practitioner Regulations (irrespective of the agreed basis of my remuneration).

Liquidator's Approved remuneration	Basis	Approved £	Charged £
Case planning and administration	Set fee	6,960	6,960
Realisation of assets		5,810	5,810
Preliminary investigation & report		6,335	6,335
Detailed investigation		0	0
Creditors		6,265	3,265
Payment of a dividend		3,000	3,000
Additional reports		2,500	2,500
Total		30,870	30,870

As detailed above only the authorised sum of £30,870 can be drawn in comparison with these time costs and the balance has been written off. In the circumstances I am not required to explain why my costs exceeded my original estimate.

The following further information as regards time costs is also set out at Appendix 2:

- ☐ MB INSOLVENCY policy for re-charging expenses
- ☐ MB Insolvency charge-out rates

Expenses charged and drawn

It was resolved that the fees and disbursements of MB Insolvency for assisting the directors in convening the statutory meetings to place the Company into liquidation, and for assistance in preparing the Statement of Affairs, would be a set fee of £5,000 be paid out of the assets of the Company. These fees have been paid in full as an expense of the liquidation in accordance with the Rules.

Creditors' Guide to Fees and statement of creditors' rights

If you require further information relating to Liquidator's remuneration, expenses and disbursements please see Appendix 3. This also gives details of your rights as a creditor in this regard.

The payments have been made in accordance with the Rules and Regulations generally as to the payment of costs and expenses in the liquidation.

3. Creditor Claims

Secured creditors

The Company did not grant any charges over its assets.

Preferential Creditors

Employee claims

Employees were made redundant on 16 May 2018. The relevant information for employees to submit claims has been made to the Redundancy Payments Office and information and help has been given to employees to enable them to submit their claims online.

Employees were shown to be owed £5,292.68. A claim of £39,936.18 has been received of which £4,134.81 is claimed preferentially.

The Liquidator paid a distribution of 100p in the £ in respect of known preferential claims. Representing the preferential element of the claim received from the National Insurance Fund and the employer's residual claims totalling £5,290.99.

Unsecured creditors

The unsecured creditors' claims were estimated by the directors to amount to £124,513.71. I have not taken steps to agree these claims as there are no available fund for distribution.

4. Dividends

The Prescribed Part provisions of S176A of the Insolvency Act 1986 do not apply to this company as there was not a qualifying charge.

Notice was given pursuant to 14.36 of The Insolvency (England & Wales Rules) 2016 on 7 May 2019 that no dividend would be declared in respect of non-preferential creditors in this matter for the reason that the funds realised had already been distributed and that the balance of funds would be used or allocated for defraying the expenses of the liquidation.

5. Investigations & Other Relevant Information

As part of my investigations I have undertaken the following:

- Reconciled all asset movements for the period from the last set of accounts to cessation of trade.
- Issued questionnaires to the Company's office holders and reviewed their responses.
- Carried out a detailed analysis of the Company's bank account including a review of all transactions entered into in the two years prior to the Company's demise.
- Requested information from the Company's creditors and reviewed their responses.

I have submitted my statutory report to the Department for Business, Energy & Industrial Strategy on the conduct of the directors in accordance with the Insolvent Companies (Report on Conduct of Directors) Rules 1996 and the Company Directors Disqualification Act 1986. The content of this report is, however, strictly private and confidential.

6. Creditors' Rights to Challenge

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 Liquidator's remuneration and expenses, within 21 days of receipt of this report. Any secured creditor may request the same details in the same time limit.

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 Liquidator's 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.

Further information or a full copy of the relevant rules is available on receipt of a written request.

7. Key outcomes for creditors

Substantially all of the assets of the Company were realised within 5 months.

Throughout, costs have been tightly controlled and have remained within original estimates.

A dividend of 100p /£ was paid to preferential creditors who had proved their debts.

This work was in the direct financial interests of creditors.

The Company's former employees have received appropriate assistance in securing their statutory entitlements.

Comprehensive investigations were conducted into the conduct of the Company's affairs by its Directors prior to the liquidation. Whilst those investigations did not reveal any matters that it was in the interests of creditors for me to pursue, creditors can be assured that they have been conducted.

Creditors can also be assured that at all times the liquidation has been and is being performed in accordance with Statutory and Regulatory requirements.

To all practical intents and purposes, the liquidation has been concluded within 12 months.

8. Matters outstanding

The only matters outstanding are to deliver this final account to the members and creditors of the Company and the administrative and documentary formalities of concluding these proceedings.

The Liquidator will vacate office under Section 71 of The Insolvency Act 1986 ("the Act") on delivering to the Registrar of Companies the final account and notice saying whether any creditor has objected to the Liquidator's release.

The Liquidator will be released under Section 173 of The Act at the same time as vacating office unless any of the Company's creditors objected to release.

My proposal is that the Liquidation will conclude, and that I will obtain my release as Liquidator, on 29 August 2019.



MET Bowen
Liquidator

Dated: 3 July 2019

The Button Badge Company Limited
(In Liquidation)
Liquidator's Summary of Receipts & Payments

Statement of Affairs £		From 30/05/2019 To 28/08/2019 £	From 30/05/2018 To 28/08/2019 £
	ASSET REALISATIONS		
	Bank Interest Gross	NIL	13.17
46,154.73	Book Debts	NIL	40,267.33
5,301.05	Cash at Bank	NIL	2,670.11
	Motor Vehicles	NIL	200.00
1,230.00	Plant & Machinery	NIL	3,500.00
NIL	Stock	NIL	NIL
		NIL	46,650.61
	COST OF REALISATIONS		
	Agents/Valuers Fees (1)	NIL	1,450.00
	Debt collection costs	NIL	4,026.70
	Office Holders Fees	9,732.48	29,732.48
	Photocopying	0.68	86.02
	Photocopying - ADMIN	NIL	33.32
	Postage - ADMIN	NIL	18.09
	Pre Appointment Fees	NIL	5,000.00
	Specific Bond	NIL	296.00
	Stationery & Postage	NIL	25.01
	Statutory Advertising	NIL	142.00
	Storage Costs	NIL	550.00
		(9,733.16)	(41,359.62)
	PREFERENTIAL CREDITORS		
(5,292.68)	DE Arrears & Holiday Pay	NIL	4,134.81
	Employee Arrears/Hol Pay	NIL	1,156.18
		NIL	(5,290.99)
	UNSECURED CREDITORS		
(40,459.42)	Customs & Excise	NIL	NIL
(42,307.68)	DE	NIL	NIL
(500.00)	Inland Revenue	NIL	NIL
(23,713.00)	Intercompany Liabilities	NIL	NIL
(17,533.61)	Trade & Expense Creditors	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(100.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(77,220.61)		(9,733.16)	0.00
	REPRESENTED BY		NIL

The Button Badge Company Limited (In Liquidation)

Summary of (Liquidation) Expenses for period 30 May 2018 to 28 August 2019

Nature of Expense

	Provider	Basis of Remuneration
Agent	MGR Appraisals Limited	% of realisations
Storage Agents	Asset Storage Limited	fixed fee
Debt Collection	Veldon Printers Limited	% of realisations

Expenses Incurred and Paid

	Incurred	Paid	Unpaid
	£	£	£
Agents Fees	1,450.00	1,450.00	-
Storage Agents	550.00	550.00	-
Debt Collection	4,026.70	4,026.70	-
			-

The Button Badge Company Limited (In Liquidation)

Category 1 Disbursements

	Incurred	Paid	Unpaid
	£	£	£
Bond	296.00	296.00	-
Advertising	142.00	142.00	-
Postage	43.10	43.10	-
Telephone			-
Car Mileage			-
Travel			-
Subsistence			-
External Room Hire			-
External Photocopying			-
External Records Removal			-
Mail Re-direction			-
Swear Fee			-
Company Search			-
Professional Fees			-
Other			

Category 2 Disbursements

	Incurred	Paid	Unpaid
	£	£	£
Photocopying / Printing	85.34	85.34	-
Registered Office Fee			-
IPS Charge			-
Mileage			-
Room Hire			-

Category 2 Disbursement Rates

Photocopying / Printing	£0.17 per sheet
Registered Office Fee	£125 per annum
IPS Charge	£125 per case
Mileage	£0.45 per mile
Room Hire	£60 per hour where held at MBI Offices



Practice fee and disbursement recovery policy

Introduction

The insolvency legislation was changed in April 2010 for insolvency appointments commenced from that time in order to allow more flexibility on how an office holder's fees are charged to a case. This sheet explains how we may apply the alternative fee bases. The new legislation allows different fee bases to be used for different tasks within the same appointment. The basis or combination of bases set for a particular appointment are subject to approval, generally by a committee if one is appointed by the creditors, failing which the creditors in general meeting, or the court. Further details about how an office holder's fees are approved for each case type are available in a series of guides issued with Statement of Insolvency Practice 9 (SIP9). A copy of the relevant circulation listed in reports to creditors and is also available upon request.

Once the basis of the office holder's remuneration has been approved, a periodic report will be provided to any committee and also to each creditor. The report will provide a breakdown of the remuneration drawn and time costs incurred and will also enable the recipients to see the average rates of such costs. Under the new legislation, any such report must disclose how creditors can seek further information and challenge the basis on which the fees are calculated and the level of fees drawn in the period of the report. Once the time to challenge the office holder's remuneration for the period reported on has elapsed, then that remuneration cannot subsequently be challenged.

Under the old legislation, which still applies for insolvency appointments commenced before 6 April 2010, there is no equivalent mechanism for fees to be challenged.

Time cost basis

This is the basis that we use in the majority of cases using charge out rates appropriate to the skills and experience of each member of staff and the work that they perform. This is combined with the amount of time that they work on each case, recorded in 6 minute units with supporting narrative to explain the work undertaken. Cashiers, secretarial and support staff charge all the time they work as such work has not been allowed for in calculating the hourly rates charged by the partners and other staff. If such time were not charged our charge out rates for Partners and other staff would be approximately 20% higher. Time billed is normally subject to Value Added Tax (VAT) at the applicable rate (see below).

Staff allocation and the use of sub-contractors

The office holder's general approach to resourcing assignments is to allocate staff with the skills and experience to meet the specific requirements of the case.



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The case team will usually consist of partner, senior manager/manager and administrator. The exact case team will depend on the anticipated size and complexity of the assignment. On larger, more complex cases, several staff at all grades may be allocated to meet the demands of the case. The Office holder's charge out rate schedule below provides details of all grades of staff.

With regard to support staff, the Office Holder advises that time spent by our Treasury department in relation to specific tasks on an assignment is charged.

The following services are being provided on this assignment by external sub-contractors:

Service Type	Service Provider	Basis of fee arrangement	Cost to date£
n/a			

Charge out rates

Our charge out rates are reviewed periodically, our charge out rates are summarised below.

Charge out rates per hour effective from February 2013

Grade	Hourly Rate (£)
Insolvency Practitioner	300
Managers	225-250
Assistant Managers	200
Senior Administrator	175
Administrator	150
Senior Assistant/Cashier	150
Support Staff/Secretary	90

Time spent on casework is recorded directly to the relevant case using a computerised time recording system and the nature of the work undertaken is recorded at that time. Each unit of time is 6 minutes. The work is recorded under the following categories:

Administration and planning - which includes work such as planning how the case will be administered and progressed; the administrative set up of the case; notifying creditors and others of the appointment; keeping the records relating to the case up to date; case review; case progression meetings; and reporting on progress of the case to creditors and others.



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Investigations - which includes work such as undertaking an initial review of the financial affairs of the company and bankrupt; undertaking a detailed investigation with a view to making recoveries for the benefit of creditors where matters such as preferences or wrongful trading come to light as a result of the initial review; and reporting to the Insolvency Service on the conduct of the directors.

Realisation of assets - which includes work such as identifying, securing and insuring assets; dealing with retention of title claims; collecting debts; and selling assets.

Employee matters - which includes work such as dealing with employees; and liaising with the redundancy payments office.

Creditors - which includes work such as communicating with creditors; dealing with creditors' claims; and where funds permit, paying dividends to creditors.

Trading - which includes work such as managing and controlling all aspects of the business; and maintaining financial records and information relating to that trading.

Percentage basis

The new legislation allows fees to be charged on a percentage of the value of the property with which the office holder has to deal. Different percentages can be used for different assets or types of assets. Where we would like to realise any asset or type of assets on a percentage basis we will provide further information explaining why we think that this basis is appropriate and ask creditors to approve the basis.

Fixed fee

The new legislation allows fees to be charged at a set amount. Different set amounts can be used for different tasks. Where we would like to charge a set amount for a task or different set amounts for different tasks we will provide further information explaining why we think that this basis is appropriate and ask creditors to approve the basis.

Value Added Tax

The office holder's remuneration invoiced to the insolvent estate will normally be subject to VAT at the prevailing rate. The only exception to this is for services rendered in relation to Voluntary Arrangement assignments where a VAT Tribunal has ruled that such services are exempt supplies.

Agent's costs

Charged at cost based on the amount billed by the Agent instructed, the term Agent includes:

Solicitors, Legal Advisors, Debtor recovery specialists

Auctioneers, Valuers, Accountants



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Quantity Surveyors

Estate Agents

Document Storage Agents

Other Specialist Advisors

Disbursements

In accordance with Statement of Insolvency Practice 9 (SIP9) the basis of disbursement allocation in respect of disbursements incurred by the Office Holder in connection with the administration of the estate must be fully disclosed to creditors. Disbursements are categorised as either Category 1 or Category 2.

Category 1 expenses are directly referable to an invoice from a third party, which is either in the name of the estate or MB Insolvency; in the case of the latter, the invoice makes reference to, and therefore can be directly attributed to, the estate. These disbursements are recoverable in full from the estate without the prior approval of creditors either by a direct payment from the estate or, where the firm has made payment on behalf of the estate, by a recharge of the amount invoiced by the third party. Examples of category 1 disbursements are postage, mail redirection, travel, swear fee, company searches, land registry searches, statutory advertising, external meeting room hire, external storage, specific bond insurance and subsistence,.

Category 2 expenses are incurred by the firm and recharged to the estate; they are not attributed to the estate by a third party invoice and/or they may include a profit element. These disbursements are recoverable in full from the estate, subject to the basis of the disbursement charge being approved by creditors in advance. Examples of category 2 disbursements are photocopying, internal room hire, internal storage.

The category 2 disbursements that MB Insolvency apply, when seeking recovery, are as follows;

<u>Type</u>	<u>Rate</u>
Photocopying	17p per sheet
Room Hire (where MB insolvency room is used for formal meetings with external parties)	£60 per hour
Registered Office Fee	£125 per annum
Mileage	60p per mile
Insolvency Practitioners System	£125 per case



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Professional advisors

On this assignment the office holder has used the professional advisers listed below. The Office holder has also indicated the basis of their fee arrangement with them, which is subject to review on a regular basis.

Name of professional advisor	Basis of fee arrangement
n/a	

The office holder's choice was based on his perception of the professional adviser's experience and ability to perform this type of work, the complexity and nature of the assignment and the basis of his fee arrangement with them.