

# 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 7 7 1 4 8 6

Company name in full Hjorter Consulting Limited

#### → Filling in this form

Please complete in typescript or in  
bold black capitals.

### 2 Liquidator's name

Full forename(s) Richard

Surname Hunt

### 3 Liquidator's address

Building name/number 9 Ensign House

Street Admirals Way

Post town Marsh Wall

County/Region London

Postcode E 1 4 9 X Q

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

<b>6</b>	<b>Period of progress report</b>															
From date	<sup>d</sup>	1	<sup>d</sup>	9	<sup>m</sup>	0	<sup>m</sup>	2	<sup>y</sup>	2	<sup>y</sup>	0	<sup>y</sup>	2	<sup>y</sup>	0
To date	<sup>d</sup>	1	<sup>d</sup>	8	<sup>m</sup>	0	<sup>m</sup>	2	<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> <span>X</span>  <span>X</span> </div>															
Signature date	<sup>d</sup>	2	<sup>d</sup>	4	<sup>m</sup>	0	<sup>m</sup>	2	<sup>y</sup>	2	<sup>y</sup>	0	<sup>y</sup>	2	<sup>y</sup>	1

**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 **Richard Hunt**

Company name **S F P**

Address **9 Ensign House**

**Admirals Way**

Post town **Marsh Wall**

County/Region **London**

Postcode **E 1 4 9 X Q**

Country

DX

Telephone **020 7538 2222**

**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)**

Strictly Private and Confidential

Hjorter Consulting Limited (In Liquidation)

Progress Report to Members

Richard Hunt

SFP Restructuring Limited

9 Ensign House

Admirals Way

Marsh Wall

London

E14 9XQ

Tel: +44 (207) 5382222

Fax: +44 (207) 5383322

This report has been written and presented for the sole purpose of complying with the relevant provisions of the Insolvency Act 1986. It may not be disclosed, disseminated or copied without my prior written permission, other than to those entitled under statute or otherwise as ordered by the Court, and no liability will be accepted to any other person or party who acts or refrains from acting on its contents.

## Contents

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3. The Liquidator's Remuneration and Expenses
4. Dividends and Distributions
5. Conclusion

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- I. Statutory Information and Definitions
- II. The Liquidator's Receipts and Payments Account
- III. Expenses Information Sheet

1. Introduction

- 1.1 This report is prepared pursuant to Section 92A of the Act in relation to the Company. It details the progress of the administration of the Company's estate in the Review Period, i.e. the twelve month period since the Company was placed into Liquidation. Statutory information regarding the Liquidation and definitions used in this report are provided in Appendix I.
- 1.2 The Company's members resolved on 19 February 2020 to place the Company into Liquidation and appointed Richard Hunt as Liquidator.

2. Progress of the Liquidation

- 2.1 Attached at Appendix II is the Liquidator's Receipts and Payments Account for the Review Period. The contents are in the main self-explanatory. The remaining funds are held in an interest-bearing account.

Cash at Bank

- 2.2 The Company's bank account was closed and the closing balance of £52,166.48 was transferred to the Liquidation account.

Tax Refunds

- 2.3 A sum of £8,056.00 is anticipated to be received from HMRC during the Liquidation in relation to a pre-appointment corporation tax refund. In addition, a pre-appointment VAT refund totalling £21.00 is also expected to be received. The Liquidator will continue to chase HMRC for these refunds.

Statutory and General Administration

- 2.4 Prior to the Liquidator's appointment, a review of ethical issues was undertaken and no ethical threats were identified. A further review has been carried out and no threats have been identified in respect of the management of the Liquidation to date.
- 2.5 During the Review Period, the Liquidator has complied with his statutory and regulatory duties, including the following:
- 2.5.1 checking all statutory documentation completed by the director and arranging for statutory filing at Companies House and advertising in the Gazette;
  - 2.5.2 maintaining case files, which must include records to show and explain the administration of this liquidation and any decisions made by the Liquidator that materially affect the administration;
  - 2.5.3 conducting periodic case and bond reviews to ensure that the liquidation is progressing efficiently, effectively and in line with the statutory requirements; and
  - 2.5.4 maintaining and updating the estate cash book and bank account, including regular bank reconciliations and processing receipts and payments.

### 3. The Liquidator's Remuneration and Expenses

- 3.1 At the meeting of members held on 19 February 2020, it was resolved that the fee for assisting with the placing of the Company into Liquidation and for attending to matters relating to, and arising in, the Liquidation be agreed at £2,500.00, plus VAT and disbursements. This fee has been paid in full and the VAT has been reclaimed from HMRC.
- 3.2 The meeting of members also resolved that the Liquidator be authorised to draw his firm's disbursements as categorised in SIP9 as Category 2. Appendix III provides information on the bases on which these disbursements are calculated. The Liquidator is entitled under statute to discharge his Category 1 expenses from the estate.
- 3.3 When instructing third parties to provide specialist advice and services, the Liquidator must ensure that such advice or work is warranted and that the advice or work contracted reflects the best value and service for the work undertaken. SFP maintains an approved supplier list and reviews these annually to ensure best value. Before instructing specialists on an assignment, the Liquidator assesses whether the instruction is warranted and which approved supplier is appropriate. If the Liquidator prefers to use a specialist that is not on the approved supplier list, that specialist undergoes an assessment process to ensure that best value and service is anticipated. The specialists chosen usually have knowledge specific to the insolvency industry and, where relevant, to matters specific to the insolvency appointment. Periodically throughout the liquidation, the performance and fees of the specialists are reviewed to assess the value and service provided. The processes were formalised after the current Insolvency Code of Ethics came into force on 1 May 2020.
- 3.4 Members will note that details of expenses paid during the Review Period are provided in the Liquidator's Receipts and Payments Account attached at Appendix II. The Liquidator has incurred no other expenses in the Review Period.

### 4. Dividends and Distributions

#### Creditors

- 4.1 A notice to creditors to submit claims was published in the Gazette. In addition, several letters were sent to HMRC seeking confirmation that no tax liabilities remained.
- 4.2 In order to limit exposure to the requirement to pay statutory interest, creditors' claims were discharged in full as and when they were received and agreed. The following payments were made to creditors:

Date of payment	Class of creditor / payment	Total amount paid
30 March 2020	Non-preferential unsecured creditors – 100p in the £	£48.00

Shareholders

4.3 The following distributions were made to the shareholder:

Date of distribution	£ per share distributed	Total amount distributed £
26 February 2020	388.00	38,800.00
15 May 2020	49.00	4,900.00
TOTAL		43,700.00

4.4 A final small distribution will be paid to the shareholder once the Liquidator has received the VAT and corporation tax refunds, and once confirmation has been received from HMRC that there are no tax matters or liabilities remaining.

5. Conclusion

5.1 At present, the only outstanding issues are:

- 5.1.1 receipt of the anticipated refunds from HMRC;
- 5.1.2 pursuit of clearance from HMRC;
- 5.1.3 distribution to members of any residual funds after providing for costs to close the Liquidation;
- 5.1.4 circulation of the proposed final account; and
- 5.1.5 submission of the necessary documents to bring the Liquidation to a close.

5.2 The Liquidator will issue a further progress report shortly after the next anniversary of the appointment or a proposed final account when he is in a position to conclude the winding up, if that is sooner.

5.3 Should you have any queries regarding this report, please contact the Administrator dealing with this matter, Natalie Brady, by email at [enquiries@sfpgroup.com](mailto:enquiries@sfpgroup.com).

Dated this 24 February 2021



Richard Hunt  
Liquidator



Hjorter Consulting Limited (In Liquidation)

Progress Report to Members

APPENDIX I

- Statutory Information and Definitions

## STATUTORY INFORMATION AND DEFINITIONS

### Hjorter Consulting Limited (In Liquidation)

Company Number: 07771486

Registered Office: 9 Ensign House  
Admirals Way  
Marsh Wall  
Docklands  
London  
E14 9XQ

Date of Appointment: 19 February 2020

Liquidator: Richard Hunt  
SFP Restructuring Limited  
9 Ensign House  
Admirals Way  
Marsh Wall  
London  
E14 9XQ

#### Members' Rights to Further Information and Challenge:

Rule 18.9 of the Insolvency (England & Wales) Rules 2016: Within 21 days of receipt of a progress report, a member may request the Liquidator to provide further information about the remuneration and expenses set out in the report. A request must be in writing and may be made by members with at least 5% of the total voting rights of all the members having the right to vote at general meetings of the Company or by any member with the permission of the court.

Rule 18.34 of the Insolvency (England & Wales) Rules 2016: Members 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 with the permission of the Court, may apply to the Court on the grounds that the remuneration or other expenses are excessive. Any such application must be made no later than 8 weeks after receipt of the relevant report.

#### Definitions used in this report:

The Company	Hjorter Consulting Limited
The Liquidator	Richard Hunt
The Act	The Insolvency Act 1986
HMRC	HM Revenue & Customs
SIP	Statement of Insolvency Practice
The Last Report	The Liquidator's last progress report
Review Period	Period covered by the Liquidator's progress report
DOS	Declaration of Solvency

Hjorter Consulting Limited (In Liquidation)

Progress Report to Members

APPENDIX II

- The Liquidator's Receipts and Payments Account

Hjorter Consulting Limited  
(In Liquidation)  
Liquidator's Summary of Receipts and Payments  
To 18 February 2021

RECEIPTS	Declaration of Solvency (£)	Total (£)
Pre-appointment corporation tax refund	8,056.00	0.00
Pre-appointment VAT refund	21.00	0.00
Cash at Bank	52,170.00	52,166.48
Bank Interest Received		4.64
		<hr/>
		52,171.12
		<hr/>
PAYMENTS		
Office Holders Remuneration		2,500.00
Office Holders Disbursement - Cat 2		455.25
Directors		48.00
Ordinary Shareholders		43,700.00
		<hr/>
		46,703.25
		<hr/>
Net Receipts/(Payments)		5,467.87
		<hr/>
MADE UP AS FOLLOWS		
Floating Current A/c		5,467.87
		<hr/>
		5,467.87
		<hr/>

Hjorter Consulting Limited (In Liquidation)

Progress Report to Members

APPENDIX III

- Expenses Information Sheet

Direct Expenses (Category 1 Disbursements)											
Category 1 Disbursements (as defined by Statement of Insolvency Practice 9), which can be specifically identified as relating to the administration of the case, have been charged at cost (plus VAT where applicable), with no uplift. The quantum of these costs are dependent on the circumstances and needs of the case and are set by third parties. For example, the bank charges £12 per transfer over £100,000. We may also have incurred other direct expenses, such as courier charges and Land Registry fees, which have been charged at cost.											
Insurance If possible, the current insurance policy should be maintained throughout the Liquidation process with the Liquidator's name noted which will prevent the requirement to take out any further cover. Should additional insurance be required, we will have provided you with quotes on a case by case basis.	Solicitors' and agents' fees Should solicitors or agents have been required, we will have provided you with quotes on a case by case basis.  A number of documents to place the company into Liquidation were required to be signed in the presence of a solicitor. A charge by the solicitor is usually applicable, however this is usually a cost borne by the directors personally and only forms part of our disbursements where this is agreed in order to deal with exceptional circumstances.										
Indirect Expenses (Category 2 Disbursements)											
These are costs that are directly referable to the appointment in question but not to a payment to an independent party. All prices are exclusive of VAT, which has been reclaimed where possible.											
Anti-money laundering searches via external electronic databases	£5.25 per individual search										
Mileage (where necessary)	45p per mile										
Stationery, photocopying and postage	£10										
The expenses listed below have been incurred on the case and, ordinarily, would be paid directly from the estate according to the external supplier's standard terms. However, in order to facilitate efficient progress of the Liquidation, they were invoiced by us immediately upon the Liquidator's appointment. For the avoidance of doubt, these were charged at cost and with no uplift:											
Specific Bond Premium	A bond is required to protect the assets of the company during the Liquidation process. The bond premium is scaled depending upon the level of assets under our control. Members were provided with a guide to the cost of this bond premium prior to the Liquidator's appointment, however the exact cost was ascertained once the Declaration of Solvency had been sworn.										
Statutory Advertising Costs	<table><tr><td></td><td>£</td></tr><tr><td>Notification of Liquidation</td><td>94.50</td></tr><tr><td>Notification of appointment of Liquidator</td><td>94.50</td></tr><tr><td>Advertisement for creditors' claims</td><td>94.50</td></tr><tr><td></td><td><u>283.50</u></td></tr></table>		£	Notification of Liquidation	94.50	Notification of appointment of Liquidator	94.50	Advertisement for creditors' claims	94.50		<u>283.50</u>
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