

LIQ03

Notice of progress report in voluntary winding up



Companies House

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

1 Company details

Company number 0 7 9 8 6 5 2 8

Company name in full D T Gittins Limited

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

2 Liquidator's name

Full forename(s) Philip B

Surname Wood

3 Liquidator's address

Building name/number 5 Henry Close

Street Battlefield Enterprise Park

Post town Shrewsbury

County/Region Shropshire

Postcode S Y 1 3 T 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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Period of progress report

From date	<div><div>d</div><div>2</div></div>	<div><div>d</div><div>8</div></div>	<div><div>m</div><div>0</div></div>	<div><div>m</div><div>2</div></div>	<div><div>y</div><div>2</div></div>	<div><div>y</div><div>0</div></div>	<div><div>y</div><div>2</div></div>	<div><div>y</div><div>0</div></div>	
To date	<div><div>d</div><div>2</div></div>	<div><div>d</div><div>7</div></div>	<div><div>m</div><div>0</div></div>	<div><div>m</div><div>2</div></div>	<div><div>y</div><div>2</div></div>	<div><div>y</div><div>0</div></div>	<div><div>y</div><div>2</div></div>	<div><div>y</div><div>1</div></div>	


7

Progress report

<input checked="" type="checkbox"/> The progress report is attached	
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8

Sign and date

Liquidator's signature	<div>Signature</div> <div><div>X</div><div></div><div><div>X</div></div></div>								
Signature date	<div><div>d</div><div>2</div></div>	<div><div>d</div><div>5</div></div>	<div><div>m</div><div>0</div></div>	<div><div>m</div><div>3</div></div>	<div><div>y</div><div>2</div></div>	<div><div>y</div><div>0</div></div>	<div><div>y</div><div>2</div></div>	<div><div>y</div><div>1</div></div>	

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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 Philip B Wood

Company name BCR Insolvency Ltd

Address 570-572 Etruria Road
Newcastle

Post town Staffordshire

County/Region

Postcode S T 5 0 S U

Country

DX

Telephone 0333 014 3454



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

Liquidator's Annual Progress Report to Members

D T Gittins Limited - in Liquidation

27 February 2021

D T GITTINS LIMITED - IN LIQUIDATION

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- 5** Liquidator's Expenses
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APPENDICES

- A** Receipts and Payments Account for the Period from 28 February 2020 to 27 February 2021
- B** Remuneration & Disbursement Schedule

D T GITTINS LIMITED - IN LIQUIDATION

1 Introduction and Statutory Information

- 1.1 I, Philip B Wood of BCR Insolvency Ltd, 570-572 Etruria Road, Newcastle, Staffordshire, ST5 0SU, was appointed as Liquidator of D T Gittins Limited (the **Company**) on 28 February 2020. This report provides an update on the progress in the liquidation for year ended 27 February 2021 (**the Period**).
- 1.2 Information about the way that we will use, and store personal data on insolvency appointments can be found at www.bcr-insolvency.co.uk/privacy-policy. If you are unable to download this, please contact us and a hard copy will be provided to you.
- 1.3 Nicholas West was removed as Joint Liquidator by Court order dated 22 October 2020.
- 1.4 The registered office of the Company was changed to 570-572 Etruria Road, Newcastle, Staffs, ST5 0SU and its registered number is 07986528.

2 Progress of the Liquidation

- 2.1 At Appendix A is my Receipts and Payments Account, with a comparison to the Declaration of Solvency values, covering the Period of this report.

- 2.2 The following assets have been realised to date:

Plant & Machinery	£140,000.00
Distribution from subsidiary	£302,694.18
Cash at bank	£102,120.92

- 2.3 During the period the following work has been carried out:

Administration & Planning

- Notifying relevant parties of the liquidator's appointment and other associated formalities including statutory advertising and filing relevant statutory notices at Companies House.
- Complying with statutory duties in respect of the liquidator's specific penalty bond.
- Creation and update of case files on the firm's insolvency software.
- Opening, maintaining and managing the liquidation estate cashbook and bank account(s).
- Review VAT position of the company.
- De-register for VAT.
- Complete and submit VAT forms to HMRC.
- Dealing with all post-appointment corporation tax compliance.
- Cashiering.
- Bank reconciliations.
- Periodic case progression & strategy reviews (typically at the end of Month 1 and every 6 months thereafter)

Realisation of assets

- Instruct agents with regards to the valuation of the tractor.
- Letters and phone calls re cash at bank.

Matters still to be dealt with

- 2.4 The only matters outstanding are the receipt of the final VAT refunds, final dividend from the subsidiary company and HMRC clearances. Unfortunately obtaining clearance has been significantly delayed by the coronavirus pandemic as many HMRC insolvency staff have been redeployed to the various helplines and assistance schemes.

3 Distributions to Members

- 3.1 The following cash distributions to members have been made since the date of my appointment:

D T GITTINS LIMITED - IN LIQUIDATION

- A first distribution of £382,371.64 being £72.97 per share on 2 March 2020.
- A second distribution of £13,000.00 being £2.48 per share on 8 April 2020.
- A third distribution of £5,000.00 being £0.95 per share on 25 February 2021.

3.2 In addition the following distribution in specie has been made:

- The Company's tractor was valued at £140,000 by Russell Brett of Ross Farm Machinery Ltd and was distributed in specie to the members on 2 March 2020.

4 Liquidator's Remuneration and Disbursements

4.1 The members approved that the basis of the Liquidator's remuneration be fixed as a set amount of £2,750.00, all of which has been drawn.

4.2 To date the amount of £372.45 has been drawn in respect of disbursements, broken down as follows:

Type of Disbursement	Cost
Statutory Advertising	£286.50
Legal fees	£85.95

4.3 Attached as Appendix B is a Remuneration and Disbursement Schedule. This document reflects our new charge-out rates which were determined and implemented with effect from 1 October 2019.

4.4 A copy of 'A Shareholders' Guide to Liquidators' Fees' is available on request or can be downloaded from www.bcr-insolvency.co.uk/downloads – appointments post 1 October 2015.

5 Liquidator's Expenses

5.1 The following expenses have been incurred since my appointment as Liquidator:

Supplier / Service Provider	Nature of expense incurred	Paid in the period of this report £	Incurred but not paid to date £	Total anticipated cost £
Whittingham Riddell	Accountancy costs	500.00	Nil	500.00
Marsh Ltd	Specific Penalty Bond	190.00	Nil	190.00

6 Members' Rights

6.1 Within 21 days of the receipt of this report, members with either at least 5% of the total voting rights of all the members having the right to vote at general meetings of the Company or with the permission of the court, may request in writing that the Liquidator provide further information about his remuneration or expenses which have been itemised in this progress report.

6.2 Any 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 may within 8 weeks of receipt of this progress report, make an application to court on the grounds that, in all the circumstances, the basis fixed for the Liquidator's remuneration is inappropriate and/or the remuneration charged or the expenses incurred by the Liquidator, as set out in this progress report, are excessive.

D T GITTINS LIMITED - IN LIQUIDATION

7 Next Report

- 7.1 I am required to provide a further report on the progress of the liquidation within two months of the end of the second anniversary of the liquidation, unless I have concluded matters prior to this, in which case I will write again with my proposed final account.

Philip B Wood
Liquidator

D T GITTINS LIMITED - IN LIQUIDATION

Appendix A

Receipts and Payments Account for the Period from 28 February 2020 to 27 February 2021

D T Gittins Limited
(In Liquidation)
Liquidator's Summary of Receipts & Payments
To 27/02/2021

Dec of Sol £		£	£
	ASSET REALISATIONS		
140,000.00	Plant & Machinery	140,000.00	
303,293.07	Distribution from subsidiary	302,694.18	
102,122.00	Cash at Bank	102,120.92	
			544,815.10
	COST OF REALISATIONS		
	Accountancy Costs	500.00	
			(500.00)
	COST OF ADMINISTRATION		
	Specific Bond	190.00	
	Liquidators Fees	2,750.00	
	Liquidators Outlays	372.45	
			(3,312.45)
	DISTRIBUTIONS		
	Ordinary Shareholders	400,371.64	
	Shareholder Distribution In Specie	140,000.00	
			(540,371.64)
545,415.07			631.01
	REPRESENTED BY		
	VAT Receivable		15.19
	Bank 1 - Current		6.52
	Vat Control Account		609.30
			631.01

Note:

The Company's tractor was valued at £140,000 by Russell Brett of Ross Farm Machinery Ltd and was distributed in specie to the members on 2 March 2020.

D T GITTINS LIMITED - IN LIQUIDATION

Appendix B

Remuneration & Disbursement Schedule

BCR Insolvency Ltd

Remuneration and Disbursement Schedule

Remuneration

If a resolution has, or will be proposed which authorises remuneration to be drawn by the office holder on a time cost basis by reference to time properly spent on the case, the following rates will prevail. Time is charged to a case in actual hours and minutes, with time being recorded in 6-minute units. Periodically, this firm may increase its hourly rates and should this occur during the administration of the case, creditors will be informed when the office holder next reports to them.

Charge out rates with effect from 1 October 2019 are as follows:

Director/Partner	£475 per hour
Manager	£295 per hour
Senior Administrator	£250 per hour
Case Administrator	£175 per hour
Trainee Administrator	£150 per hour
Support	£125 per hour

Disbursements

Disbursements are charged as follows:
(with effect from 1 October 2019).

Category 1 Disbursements

These comprise specific expenses which relate to the administration of the insolvency case and which are paid to an independent third party. Examples include postage, case advertising, specific case bond, company search costs and any travel and accommodation (excluding mileage). Approval is not required for the drawing of Category 1 disbursements.

Category 2 Disbursements (approval required)

These represent costs which, while being in the nature of expenses or disbursements, include elements of shared or allocated costs. Examples include the following:

- Mileage/motor expenses are charged at the rate of 45p per mile.
- Storage of books and records is charged at the rate of £5 per box per quarter for a small box and £10 per quarter for a large box.

Further Information

Should you require further clarification in respect of remuneration and disbursements, then please contact Phil Wood.

BCR Insolvency Ltd
570-572 Etruria Road
Newcastle
Staffs
ST5 0SU

Tel: 0333 014 3454
Website: www.bcr-insolvency.co.uk
Email: insol@bcr-insolvency.co.uk

For copies of creditors guides to fees please refer to:
www.bcr-insolvency.co.uk/downloads