

LIQ03

Notice of progress report in voluntary
winding up



Companies House

MONDAY



A9D39X0H

A05

07/09/2020

#109

COMPANIES HOUSE

1 Company details

Company number 08312793
Company name in full Collaborative Consultancy Limited

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

2 Liquidator's name

Full forename(s) Victor Henry
Surname Ellaby

3 Liquidator's address

Building name/number Staverton Court
Street Staverton
Post town
County/Region Cheltenham
Postcode GL51 0UX
Country

4 Liquidator's name

Full forename(s) Peter Richard James
Surname Frost

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

5 Liquidator's address

Building name/number Staverton Court
Street Staverton
Post town
County/Region Cheltenham
Postcode GL51 0UX
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 1	^d 0	^m 0	^m 7	^y 2	^y 0	^y 1	^y 9
To date	^d 0	^d 9	^m 0	^m 7	^y 2	^y 0	^y 2	^y 0

7 Progress report

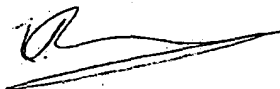
☐ The progress report is attached

8 Sign and date

Liquidator's signature

Signature

X



X

Signature date	^d 0	^d 7	^m 0	^m 9	^y 2	^y 0	^y 2	^y 0
----------------	----------------	----------------	----------------	----------------	----------------	----------------	----------------	----------------

LIQ03

Notice of progress report in voluntary winding up

**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 **Gina Clare**Company name **Hazlewoods LLP**Address **Staverton Court****Staverton**

Post town

Country/Region **Cheltenham**Postcode **G L 5 1 0 U X**

Country

DX

Telephone **01242 680000****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.

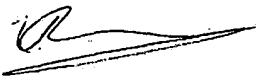
**Further information**

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

Collaborative Consultancy Limited
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments

Declaration of Solvency £		From 10/07/2019 To 09/07/2020 £	From 10/07/2019 To 09/07/2020 £
	ASSET REALISATIONS		
	Bank Interest Gross	1.43	1.43
88,063.21	Cash at Bank	88,070.30	88,070.30
		<u>88,071.73</u>	<u>88,071.73</u>
	COST OF REALISATIONS		
	Office Holders Expenses	5.00	5.00
	Office Holders Fees	2,500.00	2,500.00
	Specific Bond	130.00	130.00
	Statutory Advertising	262.50	262.50
		<u>(2,897.50)</u>	<u>(2,897.50)</u>
	DISTRIBUTIONS		
(10.00)	Ordinary Shareholders	84,000.00	84,000.00
		<u>(84,000.00)</u>	<u>(84,000.00)</u>
<u>88,053.21</u>		<u>1,174.23</u>	<u>1,174.23</u>
	REPRESENTED BY		
	Bank Current		1,094.73
	Vat Receivable		79.50
			<u>1,174.23</u>



Victor Henry Ellaby
Joint Liquidator

COLLABORATIVE CONSULTANCY LIMITED - IN LIQUIDATION LIQUIDATORS' PROGRESS REPORT TO MEMBERS

Registered in England & Wales: 0831

Registered office: Staverton Court
Staverton
Gloucestershire
GL51 0UX

Trading address: 3 Downleaze Drive
Chipping Sodbury
Bristol
BS37 6EU

Date of winding up: 10 July 2019

Liquidator name(s): Victor Henry Ellaby and Peter Rochard James Frost
Licensed to act as an Insolvency Practitioner in the UK
by the Institute of Chartered Accountants in England & Wales
and the Insolvency practitioner's Association, Numbers 8020
and 8935 respectively

Liquidator(s) address: Hazlewoods LLP
Staverton Court
Staverton
Gloucestershire
GL51 0UX

Period of report: 10 July 2019 to 9 July 2020

LIQUIDATORS' ACTIONS SINCE APPOINTMENT

I have realised the Company's assets and have been liaising with HM Revenue and Customs to obtain Corporation Tax, VAT and PAYE clearances to finalise the liquidation.

There is also certain work that I am required by the insolvency legislation to undertake in connection with the liquidation that provides no financial benefit for the creditors. A description of the routine work undertaken is attached.

Staverton Court, Staverton, Cheltenham GL51 0UX
01242 680000 www.hazlewoods.co.uk



Peter Frost (No. 008935) is licensed to act as an Insolvency Practitioner in the UK by the Insolvency Practitioners Association.
Vic Ellaby (No. 008020) is licensed to act as an Insolvency Practitioner in the UK by the Institute of Chartered Accountants in England and Wales.
Hazlewoods is a trading name of Hazlewoods LLP. Hazlewoods LLP is a limited liability partnership registered in England and Wales. Registered No. OC311817.
A list of members' names is open to inspection at our registered office. Registered Office: Staverton Court, Cheltenham, Glos. GL51 0UX. Registered to carry on
audit work in the UK and regulated for a range of investment business activities by the Institute of Chartered Accountants in England and Wales.



WE ARE AN INDEPENDENT MEMBER OF
THE GLOBAL ADVISORY
AND ACCOUNTING NETWORK

Receipts and payments account

A summary of my receipts and payments for the period 10 July 2019 to 9 July 2020 is attached. The funds are held in an interest bearing account in the company's name.

Assets

Cash at bank

Funds held in the Company bank account at the date of liquidation amounted to £88,070. £84,000 was distributed immediately after the date of appointment to the shareholder. The remaining £ 4,070 has been received into the liquidation account.

Bank interest gross

Gross interest, earned on funds held in the Liquidation account, of £1.43 has been received.

Liabilities

Preferential creditors

There are no known preferential creditors.

Secured creditors

There are no secured creditors.

Non-Preferential Unsecured Creditors

There are no known unsecured creditors.

Outcome to Members

The company has issued share capital of ten £1 ordinary shares.

A distribution of £84,000 was made on 22 July 2019 representing £8,400 per share held.

Liquidator's remuneration

Remuneration was authorised by members at a meeting held on 10 July 2019 on a fixed fee basis of £2,500 plus VAT. This fee is to include work carried out both pre and post liquidation and has been drawn.

A description of the routine work undertaken in the liquidation is attached to this report.

The present hourly rates of staff and the disbursement policy of Hazlewoods are attached. These are reviewed annually on 1 November and 1 May. A Members' guide to the remuneration of Liquidators can be obtained either on written request to me, or from the website of Hazlewoods LLP at, www.hazlewoods.co.uk under Services, Business Recovery and Insolvency, Technical Guides. Please note that there are different versions of the Guidance Notes and in this case, members should refer to the October 2015 version.

Liquidator's expenses

I have incurred disbursements of £315.80, plus VAT. £62.00 plus VAT for the Statutory Bond and £253.80 for three notices in the London Gazette at £84.60 plus VAT each. These were incurred in the previous reporting period. It has been billed after this reporting period.

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.

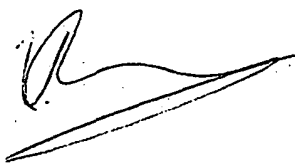
A Member may, with the permission of the court or with at least 10% of the total voting rights of all the Members having the right to vote at general meetings of the company, apply to court to challenge the amount and/or basis of the Liquidator's fees and the amount of any proposed expenses or expenses already incurred, within 8 weeks of receipt of this report.

To comply with the Provision of Services Regulations, some general information about Hazlewoods LLP can be found at www.hazlewoods.co.uk under Services, Business Recovery and Insolvency, Technical Guides.

Hazlewoods LLP uses personal information in order to fulfil the legal obligations of our Insolvency Practitioners under the Insolvency Act and other relevant legislation, and also to fulfil the legitimate interests of keeping creditors and others informed about the insolvency proceedings. You can find more information on how Hazlewoods LLP uses your personal information at hazlewoods.co.uk.

Matters preventing closure

I have recently received the final HMRC clearance. Therefore, I will be finalising the liquidation very shortly.



VH Ellaby
Liquidator
7 September 2020

Collaborative Consultancy Limited
(In Liquidation)
JOINT LIQUIDATORS' RECEIPTS AND PAYMENTS ACCOUNT

	Declaration of Solvency £	From 10/07/2019 To 09/07/2020 £	From 10/07/2019 To 09/07/2020 £
RECEIPTS			
Cash at Bank	88,063.21	88,070.30	88,070.30
Bank Interest Gross		1.43	1.43
		<u>88,071.73</u>	<u>88,071.73</u>
PAYMENTS			
Specific Bond		130.00	130.00
Office Holders Fees		2,500.00	2,500.00
Office Holders Expenses		5.00	5.00
Statutory Advertising		262.50	262.50
Ordinary Shareholders	(10.00)	84,000.00	84,000.00
		<u>86,897.50</u>	<u>86,897.50</u>
Net Receipts/(Payments)		<u>1,174.23</u>	<u>1,174.23</u>
MADE UP AS FOLLOWS			
Bank Current		1,094.73	1,094.73
VAT Receivable / (Payable)		79.50	79.50
		<u>1,174.23</u>	<u>1,174.23</u>

A description of the routine work undertaken in the liquidation

Administration and Planning

- Preparing the documentation and dealing with the formalities of appointment.
- Statutory notifications and advertising.
- Preparing documentation required.
- Dealing with all routine correspondence.
- Maintaining physical case files and electronic case details on IPS.
- Review and storage.
- Case bordereau.
- Case planning and administration.
- Preparing reports to Members.
- Convening and holding meetings of Members.
- Maintaining and managing the liquidator's cashbook and bank account.
- Ensuring statutory lodgements and tax lodgement obligations are met.

Creditors

- Dealing with creditor correspondence and telephone conversations.
- Preparing reports to creditors.
- Maintaining creditor information on IPS.
- Reviewing and adjudicating on proofs of debt received from creditors.

Realisation of assets

- Realisation of assets as reported.

HAZLEWOODS LLP

FEES AND DISBURSEMENTS POLICY STATEMENT

Fees and Charging Policy

- Grades of staff are charged at an hourly rate that is subject to periodic review. Below are the present hourly rates.
- Work undertaken by cashiers and support staff relating to specific tasks is charged. Support staff time is charged to the case and the rates are within the Administrator grade banding.
- Time spent by partners and all staff in relation to the insolvency estate are charged to the estate.
- Time is recorded in six minute units.
- Time billed is subject to Value Added Tax (VAT) at the applicable rate.

Time properly incurred in connection with the case is charged at the following hourly rates.

Grade	01/11/19 & 01/05/20	01/05/19
	£	£
Partner	285	285
Appointment Taker	280	190-280
Associate Partner	212	212
Manager	129-172	128-172
Associates	101-130	100-130
Administrator	47-89	46-88

Hourly rates are periodically reviewed.

Expenses

Where expenses are incurred in respect of the insolvent estate, they will be recharged and comprise two categories.

Category 1 (Approval not required)

These are where Hazlewoods LLP has met a specific cost to a third party. Such expenses may include items such as advertising, couriers, travel (by public transport), searches at Companies House, land registry searches, fees in respect of swearing legal documents, external printing costs, bonding etc. In each case, the charge will be reimbursement of a specific expense incurred.

Category 2 (Approval required)

These are not capable of precise identification and allocation, eg: expenses that include an element of shared or allocated costs. This type of expense requires the approval of Members/Creditors prior to being drawn from the estate.

This includes the cost of travel where staff use either their own vehicles or company cars in travelling connected with the insolvency. A charge is made at HM Revenue & Customs approved rate, presently 45p per mile.

Summarised below are the categories of expenses, which may be incurred in connection with the administration of this case.

Expense	Charge policy	Category of disbursement
Business mileage	HM Revenue & Customs approved rate (currently 45p per mile)	2
Postage	At cost	1
Storage	Offsite storage at cost	1
Company searches	At cost	1
Individual/Directors searches	At cost	1
Other third party expenses incurred directly in connection with the case	At cost	1

Where applicable, disbursements will be subject to VAT at the prevailing rate