

LIQ03

Notice of progress report in voluntary winding up



Companies House

MONDAY



1 Company details

Company number 0 9 0 9 3 3 0 1
Company name in full Amherst Consultants Limited

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

2 Liquidator's name

Full forename(s) Alan J
Surname Clark

3 Liquidator's address

Building name/number Recovery House
Street 15-17 Roebuck Road
Post town Hainault Business Park
County/Region Ilford, Essex
Postcode I G 6 3 T U
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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6 Period of progress report

From date	^d 1	^d 8	^m 0	^m 4	^y 2	^y 0	^y 1	^y 7
To date	^d 1	^d 7	^m 0	^m 4	^y 2	^y 0	^y 1	^y 8

7 Progress report

☒ The progress report is attached

8 Sign and date

Liquidator's signature

Signature

X



X

Signature date

^d 1	^d 1	^m 0	^m 6	^y 2	^y 0	^y 1	^y 8
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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 **Alan J Clark**

Company name **Carter Clark**

Address **Recovery House**

15-17 Roebuck Road

Post town **Hainault Business Park**

County/Region **Ilford, Essex**

Postcode **I G 6 3 T U**

Country

DX

Telephone **020 8524 1447**



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

Amherst Consultants Limited
(In Liquidation)
Liquidator's Summary of Receipts & Payments

Statement of Affairs £		From 18/04/2017 To 17/04/2018 £	From 18/04/2017 To 17/04/2018 £
	ASSET REALISATIONS		
Uncertain	Furniture & Equipment	NIL	NIL
2,800.00	Debtors	191.39	191.39
NIL	Goodwill	NIL	NIL
3,175.00	Cash at Bank	6,409.74	6,409.74
	Voluntary Contributions	NIL	NIL
	Suspense Account	NIL	NIL
		<u>6,601.13</u>	<u>6,601.13</u>
	COST OF REALISATIONS		
	Preparation of S. of A.	5,000.00	5,000.00
	Office Holders Expenses	280.33	280.33
	Accountants	1,000.00	1,000.00
	Bank Charges	42.40	42.40
		<u>(6,322.73)</u>	<u>(6,322.73)</u>
	PREFERENTIAL CREDITORS		
(5,172.84)	DE Arrears & Holiday Pay	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
	UNSECURED CREDITORS		
(8,674.69)	Trade & Expense Creditors	NIL	NIL
(2,350.29)	Employees	NIL	NIL
(3,731.48)	Department of Employment	NIL	NIL
(15,059.04)	HMRC - Corp Tax	NIL	NIL
(8,363.08)	HMRC - VAT	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
	DISTRIBUTIONS		
(100.00)	Ordinary Shareholders	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
(37,476.42)		278.40	278.40
	REPRESENTED BY		
	Fixed Current A/c		78.40
	Vat Control Account		200.00
			<u>278.40</u>

Alan J Clark
Liquidator

Your ref
Our ref
Contact
Telephone
Fax
Date

ACL2017
Alice Wood
020 8559 5082
020 8524 1457
11 June 2018

Recovery House
Hainault Business Park
15-17 Roebuck Road
Ilford
Essex
IG6 3TU

**PRIVATE AND CONFIDENTIAL
To All Known Creditors and Contributories**

Dear Sirs

**Amherst Consultants Limited - In Liquidation
Company No. 09093301**

This is my report to members and creditors following the first anniversary of my appointment as liquidator

If creditors have any queries regarding the conduct of the Liquidation, or if they want hard copies of any of the documents made available on-line, they should contact Alice Wood by email at alice.wood@carterclark.co.uk, or by phone on 020 8524 1447.

Yours faithfully



**Alan J Clark
LIQUIDATOR**

Enc.

Partners
Gary A Carter
Alan J Clark*
Philip Gautier

Associate
Alistair Whipps

www.carterclark.co.uk

*Licensed to carry out insolvency work in the UK by the Institute of Chartered Accountants in England and Wales.

Notice of use of website to deliver future documents

AMHERST CONSULTANTS LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION

Company Number 09093301

Notice is given that under rule 1.50 of The Insolvency (England and Wales) Rules 2016, future documentation from the date of this notice, relating to the insolvency of the above will be made available on the Turnkey Insolvency Portal at www.ips-docs.com

1. Future documentation will be made available for viewing and downloading at www.ips-docs.com using the Case Code ACL2017 and the Password: ACL2017, without further notice to creditors.
2. The Liquidator is not obliged to deliver any particular document to any person unless it is specifically requested.
3. Hard copies of all documents currently available on the website and all future documents which may be made available on the website can be requested by telephone on 020 8524 1447, or by email at 020 8524 1447 or in writing at Recovery House, 15-17 Roebuck Road, Hainault Business Park, Ilford, Essex, IG6 3TU.
4. This notice does not apply to the following circumstances:
 - i) Documents where personal delivery is required
 - ii) A notice of intention to declare a dividend
 - iii) Documents that are not being delivered generally, i.e. where they are only be sent to one or a small number of a particular class of members or creditors

Creditors requiring further information regarding the above, should either contact me at Recovery House, 15-17 Roebuck Road, Hainault Business Park, Ilford, Essex, IG6 3TU, or contact Alice Wood by telephone on 020 8524 1447, or by email at alice.wood@carterclark.co.uk.

Signed



Alan J Clark, Liquidator

Dated 11 June 2018

Amherst Consultants Limited – In Creditors' Voluntary Liquidation

LIQUIDATOR'S PROGRESS REPORT TO CREDITORS AND MEMBERS

For the period 18 April 2017 – 17 April 2018.

STATUTORY INFORMATION

Company name: Amherst Consultants Limited

Registered office: Recovery House, Hainault Business Park
15-17 Roebuck Road, Ilford, Essex, IG6 3TU

Former registered office: 1 Berkeley Street
Mayfair
London
W1J 8DJ

Registered number: 09093301

Liquidator's name: Alan J Clark

Liquidator's address: Recovery House
15-17 Roebuck Road
Hainault Business Park
Ilford, Essex
IG6 3TU

Liquidator's date of appointment: 18 April 2017

LIQUIDATOR'S ACTIONS SINCE APPOINTMENT

Following my appointment, I have undertaken the statutory formalities of my appointment including providing creditors with a report of the creditors meeting, advertising my appointment, notifying the Registrar of Companies of the details of my appointment and of the liquidation.

I was unable to recover the books and records of the company, although I did recover the company's bank statements which have been examined to ascertain whether any further matters require investigation either in relation to possible further assets that could be realised or in terms of the director's conduct. Any substantive matters which are being investigated further are outlined further in the report.

The claims of all employees known to me have been processed and the information passed to the Redundancy Payments Office, who have subsequently processed the claims. Where appropriate I have provided further information to the redundancy payments office.

The claims of unsecured creditors which have been notified to me have been entered on my case management system although not yet adjudicated. Any queries raised by unsecured creditors have been answered either by telephone or in correspondence. Any retention of title claims have been investigated and where they were valid, items returned to the creditor. Any queries raised by unsecured creditors have been answered either by telephone or in correspondence.

There is certain work that I am required by the insolvency legislation to undertake work in connection with the liquidation that provides no financial benefit for the creditors. A description of the routine work undertaken since my appointment as liquidator is in available Appendix 1.

RECEIPTS AND PAYMENTS

My Receipts & Payments Account for the period from 18 April 2017 to 17 April 2018 is attached at Appendix 2.

The balance of funds are held in a non-interest bearing estate bank account.

ASSETS

The assets of the company comprised of goodwill which relates to the purchase of Amherst Computer Services LLP in 2014 and which is likely to be irrecoverable.

Debtors where listed and expected to realise at £2,800, and to date £191.39 has been recovered.

Office Furniture and equipment was listed as uncertain, however due to its age and condition no realisations have been made. recovered due to its age and condition.

Cash at bank was recovered at £8,601.13, which was more than expected, and the director has confirmed the increase is due to debtor monies received.

LIABILITIES

Secured Creditors

An examination of the company's mortgage register held by the Registrar of Companies, showed that the company has no current charges over its assets.

The legislation requires that if the company has created a floating charge after 15 September 2003, a *prescribed part of the company's net property (i.e. the money that would otherwise be available to the charge holder)* should be ring-fenced for distribution to unsecured creditors. In this case there were no creditors secured by a floating charge such that the prescribed part provisions do not apply.

Preferential Liabilities - Employees

It is understood that the company has five employees including the directors who were expected to be owed monies in respect of outstanding holiday pay and wages. The outstanding holiday pay and wages of employees are subject to statutory limited, preferential claims in the liquidation. To my knowledge all employee claims have been dealt with accordingly by the Redundancy Payments Office.

Crown Creditors

The statement of affairs included £15,922.12 owed to HMRC. HMRC's final claim of £44,714.49 has been received being approximately £28,793 more than first estimated by the director, £27,500 is due as current debt.

Non-preferential unsecured Creditors

The unsecured creditors were estimated at £8,674.69 in the director's statement of affairs. To date three claims have been received totalling £6,825.58.

DIVIDEND PROSPECTS

A dividend will not be declared to non-preferential unsecured creditors as the funds realised have been used to make payments to meet the expenses of the liquidation.

INVESTIGATION INTO THE AFFAIRS OF THE COMPANY

I undertook an initial investigation into the company's affairs to establish whether there were any potential asset recoveries or conduct matters that justified further investigation, taking account of the public interest, potential recoveries, the funds likely to be available to fund an investigation, and the costs involved.

Specifically, I recovered, listed and reviewed the company's accounting records; obtained and reviewed copy bank statements for the months prior to the company ceasing to trade from the company's bankers; and compared the information in the company's last set of accounts with that contained in the statement of affairs lodged in the liquidation and made enquiries about the reasons for the changes.

There were no matters that justified further investigation in the circumstances of this appointment.

PRE-APPOINTMENT REMUNERATION

The board previously authorised the payment of a fee of £5,000 plus VAT for my assistance with preparing the statement of affairs and convening and holding the meeting of creditors at a meeting held on 18 April 2017. The fee for preparing the statement of affairs and convening and holding the meeting of creditors was paid from first realisations on appointment and is shown in the enclosed receipts and payments account.

I also requested the assistance of Ashley James Limited, the company's former accountants in helping me produce the company's statement of affairs for which their fee of £1,000 has been paid.

LIQUIDATOR'S REMUNERATION

My remuneration was set at a fixed fee of £6,500, my total time costs to date amount to £3,952.50 representing 27 hours work at an average charge out rate of £146.39 per hour.

I have not been able to draw any money in this matter as I have not received fee approval from creditors.

Further information about creditors' rights can be obtained by visiting the creditors' information micro-site published by the Association of Business Recovery Professionals (R3) at <http://www.creditorinsolvencyguide.co.uk/>. A copy of 'A Creditors Guide to Liquidators' Fees' also published by R3, together with an explanatory note which shows Carter Clark's fee policy are available at the link www.carterclark.co.uk. Please note that there are different versions of the Guidance Notes and in this case you should refer to the November 2011 version.

LIQUIDATOR'S EXPENSES

I have incurred the following expenses in the period since my appointment as liquidator:

Category 1 Disbursements	Cost	Basis	Drawn
	£		£
Advertising	234.33	actual	234.33
Bordereau insurance	44.00	actual	40.00
Company Searches	2.00	actual	2.00
	<u>280.33</u>		<u>280.33</u>

In addition, I have also incurred £42.40 by way of bank charges since my appointment as liquidator.

FURTHER INFORMATION

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 liquidators' remuneration and expenses within 21 days of their 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 unsecured creditors (including the creditor in question), apply to court to challenge the amount of remuneration charged by the liquidator/s as being excessive, and/or the basis of the liquidator's remuneration, and/or the amount of the expenses incurred as being excessive, within 8 weeks of their receipt of this report. Any secured creditor may make a similar application to court within the same time limit.

During the course of an insolvency assignment it is inevitable that we will potentially utilise your personal data in complying with our contractual and legal obligations. The processing of personal data is regulated in the UK by the General Data Protection Regulation EU 2016/679, as supplemented by the Data Protection Act 2018, together with other laws which relate to privacy and electronic communications. In this clause, we refer to these laws as "Data Protection Law". In providing our services, we act as an independent controller and are, therefore, responsible for complying with Data Protection Law in respect of any personal data we process in providing our services to the Company. Our privacy statement, can be accessed at www.carterclark.co.uk, explains how we process personal data. Terms used in this clause bear the same meanings as are ascribed to them in Data Protection Law

To comply with the Provision of Services Regulations, some general information about Carter Clark Financial Recovery can be found at www.carterclark.co.uk.

SUMMARY

The liquidation will remain open until clearance has been received from the Crown, which will take approximately a further three months and once received the liquidation will be concluded and I will issue a final report to creditors.

If creditors have any queries regarding the conduct of the Liquidation, or if they want hard copies of any of the documents made available on-line, they should contact Alice Wood by email at alice.wood@carterclark.co.uk or by phone on 020 8524 1447.

Yours faithfully

For and on behalf of Amherst Consultants Limited


A J Clark
Liquidator

Appendix 1

1. Administration

- Case planning - devising an appropriate strategy for dealing with the case and giving instructions to the staff to undertake the work on the case.
- Setting up physical and electronic case files.
- Setting up the case on the practice's electronic case management system and entering data.
- Issuing the statutory notifications to creditors and other required on appointment as office holder, including gazetting the office holder's appointment.
- Obtaining a specific penalty bond.
- Convening and holding general meetings of creditors and members (as applicable).
- Dealing with all routine correspondence and emails relating to the case.
- Opening, maintaining and managing the office holder's estate bank account.
- Creating, maintaining and managing the office holder's cashbook.
- Undertaking regular bank reconciliations of the bank account containing estate funds.
- Reviewing the adequacy of the specific penalty bond on a quarterly basis.
- Undertaking periodic reviews of the progress of the case.
- Overseeing and controlling the work done on the case by case administrators.
- Preparing, reviewing and issuing annual progress reports to creditors and members.
- Filing returns at Companies House.
- Preparing and filing VAT returns.
- Preparing and filing Corporation Tax returns.

1. Creditors

- Obtaining information from the case records about employee claims. Completing documentation for submission to the Redundancy Payments Office.
- Corresponding with employees regarding their claims.
- Liaising with the Redundancy Payments Office regarding employee claims.
- Dealing with creditor correspondence, emails and telephone conversations regarding their claims.
- Maintaining up to date creditor information on the case management system.

2. Investigations

- Preparing a report or return on the conduct of the directors as required by the Company Directors Disqualification Act 1986.
- Pursuing the submission of books and records.
- Reviewing the Bank Statements.
- Preparing a schedule of debts and age of debts.
- Preparing schedules of findings.

3. Realisation of assets

- Arranging suitable insurance cover over assets.
- Regularly monitoring the suitability and appropriateness of the Insurance cover in place
- Corresponding with debtors and attempting to collect outstanding book debts.
- Liaising with the bank regarding the closure of the account and return of credit balance.

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(In Liquidation)
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	REPRESENTED BY		
	Fixed Current A/c		78.40
	Vat Control Account		200.00
			<u>278.40</u>

Alan J Clark
Liquidator

Time Entry - Detailed SIP9 Time & Cost Summary

ACL2017 - Amherst Consultants Limited
From: 18/04/2017 To: 17/04/2018
Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
A06 : Administration	0.00	0.40	13.40	0.00	13.80	2,008.00	145.36
A29 : File Reviews	0.00	0.00	1.20	0.00	1.20	168.00	140.00
Administration & Planning	0.00	0.40	14.60	0.00	15.00	2,174.00	144.93
A14 : Customs & Excise	0.00	0.00	0.10	0.80	0.70	104.00	148.57
A15 : Creditor Claims	0.00	0.00	1.30	0.00	1.30	182.00	140.00
A17 : Employee Claims	0.00	0.20	4.50	0.00	4.70	695.00	147.87
Creditors	0.00	0.20	5.90	0.80	6.70	981.00	146.42
A10 : Investigations	0.00	0.30	4.10	0.00	4.40	671.50	152.61
Investigations	0.00	0.30	4.10	0.00	4.40	671.50	152.61
A09 : Asset Realisation	0.00	0.00	0.90	0.00	0.90	126.00	140.00
Realisation of Assets	0.00	0.00	0.90	0.00	0.90	126.00	140.00
Total Hours	0.00	0.90	25.50	0.80	27.00	3,882.50	143.39
Total Fees Claimed						0.00	