

# 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)

<b>1</b>	<b>Company details</b>	
Company number	0 9 7 3 6 9 5 1	<b>→ Filling in this form</b> Please complete in typescript or in bold black capitals.
Company name in full	Viking Self Storage Bedford Limited	
<b>2</b>	<b>Liquidator's name</b>	
Full forename(s)	Malcolm	
Surname	Cohen	
<b>3</b>	<b>Liquidator's address</b>	
Building name/number	55 Baker Street	
Street		
Post town	London	
County/Region		
Postcode	W 1 U 7 E U	
Country		
<b>4</b>	<b>Liquidator's name ①</b>	
Full forename(s)	Lee	<b>① Other liquidator</b> Use this section to tell us about another liquidator.
Surname	Causer	
<b>5</b>	<b>Liquidator's address ②</b>	
Building name/number	Two Snowhill	<b>② Other liquidator</b> Use this section to tell us about another liquidator.
Street	Snow Hill Queensway	
Post town	Birmingham	
County/Region		
Postcode	B 4 6 G A	
Country		

# LIQ03

## Notice of progress report in voluntary winding up

<b>6</b>	<b>Period of progress report</b>												
From date	d	3	d	1	m	0	m	3	y	2	y	0	
To date	d	3	d	0	m	0	m	3	y	2	y	0	
<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 style="display: flex; align-items: center;"> <div style="margin-right: 20px;">X</div> <div style="text-align: center;">  </div> <div style="margin-left: 20px;">X</div> </div>												
Signature date	d	2	d	6	m	0	m	5	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 **Stephen Massey**

Company name **BDO LLP**

Address **Two Snowhill**

**Snow Hill Queensway**

Post town **Birmingham**

County/Region

Postcode **B 4 6 G A**

Country

DX

Telephone **0121 352 6200**



### 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)**

**Viking Self Storage Bedford Limited**  
**(In Liquidation)**  
**Joint Liquidators' Summary of Receipts & Payments**

<b>Declaration of Solvency £</b>	<b>From 31/03/2020 To 30/03/2021 £</b>	<b>From 31/03/2020 To 30/03/2021 £</b>
<hr/>	<hr/>	<hr/>
REPRESENTED BY	<b>NIL</b>	<b>NIL</b>
		<b>NIL</b>



Tel: +44 (0)121 352 6200  
Fax: +44 (0)121 352 6222  
[www.bdo.co.uk](http://www.bdo.co.uk)

TWO SNOWHILL  
Birmingham  
B4 6GA  
UNITED KINGDOM

To All Known Members

26 May 2021

Our Ref MC/HG/00326650/J1H

Please ask for  
Stephen Massey  
0121 352 6401  
[Stephen.Massey@bdo.co.uk](mailto:Stephen.Massey@bdo.co.uk)

Dear Madams/Sirs

**Viking Self Storage Bedford Limited - In Members' Voluntary Liquidation ('the Company')**  
**Registered Number: 09736951**

This is my annual progress report which is issued under Section 92A of the Insolvency Act 1986 ('the Act') and I am pleased to report on the progress of the Liquidation. This report covers the period from 31 March 2020 to 30 March 2021 ('the Period').

**Statutory Information**

The Joint Liquidators are Malcolm Cohen (officeholder number: 6825) of BDO LLP, 55 Baker Street, London, W1U 7EU and Lee Causer (officeholder number: 14112) of BDO LLP, Two Snowhill, Snow Hill Queensway, Birmingham, B4 6GA, who were appointed Joint Liquidators on 31 March 2020.

The Company's registered number is 09736951. The Company was incorporated on 18 August 2015. The Company had no former names in the 12 months before Liquidation.

Prior to Liquidation, the Company's principal trading address and registered office was 127a High Street, Ruislip, HA4 8JN. The registered office was changed to BDO LLP, Two Snowhill, Snow Hill Queensway, Birmingham, B4 6GA after the winding up resolution was passed.

**Receipts and Payments**

I enclose the Receipts and Payments account for the Period. This includes the amounts entered onto the Declaration of Solvency as well as any assets realised or liabilities paid. There were no assets or liabilities included on the Declaration of Solvency and I can confirm that no assets have been received.

**Creditors**

There were no creditor amounts included on the Declaration of Solvency and no creditor claims have been received to date.

**HM Revenue & Customs ('HMRC')**

BDO LLP, a UK limited liability partnership registered in England and Wales under number OC305127, is a member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms. A list of members' names is open to inspection at our registered office, 55 Baker Street, London W1U 7EU. BDO LLP is authorised and regulated by the Financial Conduct Authority to conduct investment business

The Joint Liquidators are Data Controllers as defined by the General Data Protection Regulations. BDO LLP will act as Data Processor on the instruction of the Data Controllers. Personal data will be kept secure and processed only for matters relating to the Liquidation of Viking Self Storage Bedford Limited. Please see the privacy statement at <https://www.bdo.co.uk/en-gb/privacy-notices/insolvencies>

Corporation tax returns for the years ended 30 March 2019 and 30 March 2020 were prepared in the Period and have recently been submitted to HMRC. The tax returns for both periods show a net refund of £2,231.36 and this together with the receipt of tax clearances are being sought from HMRC.

### **Distributions**

There were no capital distributions during the Period.

### **Outstanding Matters**

As stated, there are tax matters that remain outstanding. Once tax clearances have been received together with the anticipated refund, I will be able to conclude the Liquidation by distributing any surplus assets to the member and issuing my final report.

### **Joint Liquidators' Remuneration**

The Insolvency (England and Wales) Rules 2016 ('the Rules') provide that a Liquidator is obliged to have his/her remuneration approved on one of the following bases:

- (1) as a percentage of the assets realised and distributed; and/or
- (2) by reference to the time the Liquidator and his/her staff have spent attending to matters in the liquidation; and/or
- (3) as a set amount; and/or
- (4) as a combination of the above.

The member approved the Joint Liquidators' remuneration on a time costs basis. I attach a schedule which shows that the time costs to 26 March 2021, being the most practicable date for our time recording purposes, totalled £6,591 which was represented by 33 hours of work carried out by myself and my staff at an average hourly rate of £200. For guidance, I enclose a document that outlines the policy of BDO LLP in respect of fees and disbursements.

### **Disbursements**

Where disbursements are recovered in respect of precise sums expended to third parties there is no necessity for these costs to be authorised. These are known as category 1 disbursements. Category 1 disbursements of £284 have been incurred in respect of bonding costs of £20 and statutory advertising of £264.

Some Liquidators recharge expenses, for example printing, photocopying and telephone costs, which cannot economically be recorded in respect of each specific case. Such expenses, which are apportioned to cases, require the approval of the members before they can be drawn, and these are known as category 2 disbursements. The policy of BDO LLP in respect of this appointment is not to charge any category 2 disbursements with the exception of mileage on the basis of the mileage scale approved by HMRC, being 45p per mile unless otherwise disclosed to the members. No category 2 disbursements have been incurred during this Liquidation. Total disbursements of £284.00 have been incurred in this Liquidation as detailed below.

	Cat 1 (£)	Cat 2 (£)	Total (£)
Bonding Costs	20.00	-	20.00
Statutory Advertising	264.00	-	264.00
	<b>284.00</b>	<b>-</b>	<b>284.00</b>

## Members' Rights

Members with the concurrence of at least 5% in value of the members may within 21 days of this report request in writing further information regarding the remuneration and expenses set out in this report. In accordance with Rule 18.9(3) of the Rules within 14 days of a request I will provide further information or explain why further information is not being provided.

A member (who need not be the member who asked for the information) may, with the concurrence of at least 5% or more in value of the members (including the member in question), apply to the court within 21 days of my response or the expiry for the period of my response and the court may make such order as it thinks fit (Rule 18.9(6) and (7) of the Rules). Members with the concurrence of at least 10% of the members may apply to the court if they consider that the remuneration of the Joint Liquidators, or the basis fixed for the remuneration of the Joint Liquidators or expenses charged by the Joint Liquidators are excessive (Rule 18.34 of the Rules). Such an application must be made within 8 weeks of receiving this report. The text of Rules 18.9 and 18.34 are set out at the end of this report.

If a member wishes to receive future notifications of future documents and reports in respect of this Liquidation via email, please provide details of the email address you want to use, to me in writing to the address at the top of this letter. Reports such as this can be made available via a website. You may subsequently ask that notifications are sent by post, by writing to me to revoke use of your email address.

Members have the right to opt-out of receiving notifications in respect of this Liquidation. If a member opts out they will still receive notices regarding any dividend or any change in officeholder, but no other documents. Opting out will not affect a member's entitlement to dividends and they may still vote in any future decision procedure, although the member will not receive notice in this latter respect. A member may elect to opt-out by writing to me at the address at the top of this letter. To opt back into communications a member must notify me in writing.

The Insolvency Service has established a central gateway for considering complaints in respect of Insolvency practitioners. In the event that you make a complaint to me but are not satisfied with the response from me then you should visit <https://www.gov.uk/complain-about-insolvency-practitioner> where you will find further information on how you may pursue the complaint.

The Liquidators are bound by the Insolvency Code of Ethics when carrying out all professional work relating to this appointment. A copy of the code can be found at <https://www.icaew.com/technical/ethics/icaew-code-of-ethics/icaew-code-of-ethics>.

Members may access information setting out the rights in respect of the approval of the Joint Liquidators' remuneration at <https://www.bdo.co.uk/en-gb/insights/advisory/business-restructuring/creditors-guides>.



Please contact me or my colleague Stephen Massey at [Stephen.Massey@bdo.co.uk](mailto:Stephen.Massey@bdo.co.uk) if you require further information.

Yours faithfully  
for and on behalf of  
Viking Self Storage Bedford Limited

A handwritten signature in black ink, appearing to read 'M. Cohen', with a horizontal line underneath.

Malcolm Cohen  
Joint Liquidator  
Authorised by the Institute of Chartered Accountants in England & Wales in the UK

Enclosure  
Receipts and Payments Account  
SIP 9 Time Cost Report for the Period of Report  
BDO LLP Policy in Respect of Fees and Disbursements



**Viking Self Storage Bedford Limited**  
**(In Liquidation)**  
**Joint Liquidators' Summary of Receipts & Payments**

Declaration of Solvency £	From 31/03/2020 To 30/03/2021 £	From 31/03/2020 To 30/03/2021 £
_____	_____	_____
	NIL	NIL
	=====	=====
		NIL
		=====

REPRESENTED BY



Name of Assignment        Viking Self Storage Bedford Li                                00326650

Summary of Time Charged and Rates Applicable for the Period From 21/03/2020 to 31/03/2021

Description	PARTNER		MANAGER		ASSISTANT MANAGER		SENIOR ADMINISTRATOR		ADMINISTRATOR		OTHER STAFF		GRAND TOTAL		AV. RI
	Hours	Total	Hours	Total	Hours	Total	Hours	Total	Hours	Total	Hours	Total	Hours	Total	
		£		£		£		£		£		£		£	£
A. Pre Appointment Matters			5.50	1,776.50									5.50	1,776.50	323.0
B. Steps on Appointment			2.15	694.45	1.25	163.75	1.20	247.20	5.50	390.50			10.10	1,495.90	148.1
D. General Administration			4.20	1,373.25	0.95	124.45	5.30	1,092.55	4.00	314.40	1.00	74.00	15.45	2,978.65	192.7
G. Employee Matters			0.35	113.05									0.35	113.05	323.0
H. Creditor Claims			0.45	145.35									0.45	145.35	323.0
I. Reporting									1.15	81.65			1.15	81.65	71.0
	0.00	0.00	12.65	4,102.60	2.20	288.20	6.50	1,339.75	10.65	786.55	1.00	74.00			
Net Total													33.00	6,591.10	
Secretarial Expense														0.00	
Other Disbursements														0.00	
Billed														0.00	
Grand Total														6,591.10	



## **Viking Self Storage Bedford Limited - In Members' Voluntary Liquidation**

In accordance with best practice I provide below details of policies of BDO LLP in respect of fees and expenses for work in relation to the above insolvency.

The current charge out rates per hour of staff within my firm who may be involved in working on the insolvency, follows:

<b>GRADE</b>	<b>£</b>
Partner	591-788
Manager	201-496
Assistant Manager	151-227
Senior Administrator	140-227
Administrator	74-211
Other Staff	74-110

This in no way implies that staff at all such grades will work on the case. The rates charged by BDO LLP are reviewed periodically and are adjusted to take account of inflation and the firm's overheads.

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. Units of time can be as small as 3 minutes. BDO LLP records work in respect of insolvency work under the following categories:-

Pre Appointment  
Steps upon Appointment  
Planning and Strategy  
General Administration  
Asset Realisation/Management  
Trading Related Matters  
Employee Matters  
Creditor Claims  
Reporting  
Distribution and Closure  
Other Issues.

Under each of the above categories the work is recorded in greater detail in sub categories. Please note that the 11 categories provide greater detail than the six categories recommended by the Recognised Professional Bodies who are responsible for licensing and monitoring insolvency practitioners.

Where an officeholder's remuneration is approved on a time cost basis the time invoiced to the case will be subject to VAT at the prevailing rate.

Where remuneration has been approved on a time costs basis a periodic report will be provided to any committee appointed by the creditors or in the absence of a committee to the creditors (or, in the case of a members' voluntary liquidation, to the members). The report will provide a breakdown of the remuneration drawn and will enable the recipients to see the average rates of such costs.

## **Other Costs**

Where expenses are incurred in respect of the insolvent estate they will be recharged. Such expenses can be divided into two categories.

### **1) Category 1**

This heading covers expenses where BDO LLP has met a specific cost in respect of the insolvent estate where payment has been made to a third party. Such expenses may include items such as advertising, couriers, travel (by public transport), land registry searches, fees in respect of swearing legal documents etc. In each case the recharge will be reimbursement of a specific expense incurred.

### **2) Category 2**

We propose to recover from the estate the cost of travel where staff use either their own vehicles or company cars in travelling connected with the insolvency. In these cases a charge of 45p per mile is raised which is in line with the HM Revenue & Customs Approved Mileage Rates (median - less than 10,000 miles per annum) which is the amount the firm pays to staff. Where costs are incurred in respect of mileage, approval will be sought in accordance with the Insolvency (England and Wales) Rules 2016 to recover this disbursement.

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

BDO LLP  
26 May 2021