

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 9 8 6 3 4 3 7	→ Filling in this form Please complete in typescript or in bold black capitals.
Company name in full	Marmelo Limited	
2	Liquidator's name	
Full forename(s)	Samantha	
Surname	Hawkins	
3	Liquidator's address	
Building name/number	The Clock House	
Street	High Street	
Post town	Wroughton	
County/Region		
Postcode	B S 4 0 5 Q A	
Country		
4	Liquidator's name ①	
Full forename(s)		① Other liquidator Use this section to tell us about another liquidator.
Surname		
5	Liquidator's address ②	
Building name/number		② Other liquidator Use this section to tell us about another liquidator.
Street		
Post town		
County/Region		
Postcode		
Country		

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6	Period of progress report											
From date	^d 2	^d 0	^m 0	^m 1	^y 2	^y 0	^y 2	^y 2				
To date	^d 1	^d 9	^m 0	^m 1	^y 2	^y 0	^y 2	^y 3				
7	Progress report											
			<input checked="" type="checkbox"/> The progress report is attached									
8	Sign and date											
Liquidator's signature	<div>Signature</div> <div> X  X </div>											
Signature date	^d 1	^d 9	^m 0	^m 1	^y 2	^y 0	^y 2	^y 3				

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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 **Tanya Filer**

Company name **Hawkins Insolvency Limited**

Address **The Clock House**

High Street

Post town **Wroughton**

County/Region

Postcode

B	S	4	0		5	Q	A
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Country

DX

Telephone **01934 862877**



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 PROGRESS REPORT TO MEMBERS

FOR THE YEAR ENDING 19 JANUARY 2023

Marmelo Limited ("the Company") – In Members' Voluntary Liquidation

STATUTORY INFORMATION

Company name:	Marmelo Limited
Registration number:	09863437
Principal Trading Address:	19 Lime Walk, London, E15 4DA
Registered Office:	The Clock House, High Street, Wrington, North Somerset, BS40 5QA
Principal trading activity:	Digital consultancy
Liquidator's names:	Samantha Hawkins
Liquidator's address:	The Clock House, High Street, Wrington, BS40 5QA
Liquidator's contact details:	stl@hawkinsinsolvency.co.uk and 01934 862877.
Date of appointment:	20 January 2022

LIQUIDATOR'S ACTIONS SINCE COMMENCEMENT OF THE LIQUIDATION

I was appointed Liquidator of the Company at a General Meeting of the members held on 20 January 2022. All members were present at the meeting.

Immediately upon my appointment I filed the relevant documents at Companies House and advertised the appointment in the London Gazette. I also advertised for creditors to submit any claims to me at the same time. I obtained a specific insolvency penalty bond and ensured that a client account had been opened for the receipt of funds from the Company bankers.

I wrote to HMRC and the Company bankers advising them of my appointment and requesting, in the case of HMRC that they advise of any outstanding matters and in the case of the bank that they close the account and transfer the balance to the client account held by Hawkins Insolvency Limited.

The balance was received from the bank on 10 March 2022 and on 14 March 2022 I declared and paid an interim distribution to the shareholders

To date I have not received any communication from HMRC despite following this up. We have now been informed that if we contact them again, we will be put to the back of the queue, so I am unable to do anything

but wait to hear from them regarding any outstanding matters and the tax refund that we believe is owing to the Company.

Once everything has been finalised with HMRC and clearance has been gained I will make a final distribution to the shareholders and close the liquidation. I am unable to say how long this will take as I am at the mercy of HMRC.

There is 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 since the commencement of the liquidation is contained in Appendix 1.

RECEIPTS AND PAYMENTS ACCOUNT

My Receipts and Payments Account for the period from 20 January 2022 to 19 January 2023 is attached at Appendix 2. All amounts are shown inclusive of VAT. I have reconciled the account against the financial records that I am required to maintain.

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

ASSETS

The declaration of Solvency stated that the only assets owned by the Company were the cash at bank which was estimated to realise £199,658.90, and a tax refund which was estimated at £39,035.25.

A total of £199,371.53 has been received in respect of cash at bank, the account is now closed and there is nothing further to realise.

As reported above, I have contacted HMRC regarding the tax refund but to date have not received a response.

A VAT refund has been received of £1,152.46 following submission of a VAT427 for VAT paid post appointment.

DISTRIBUTIONS TO MEMBERS

The following distributions were made to the Members holding ordinary shares:

Date	Amount distribution £	Rate of distribution per share
15.03.2022	186,195.00	1,861.95 per share
Total	186,195.00	1,861.95

PRE AND POST APPOINTMENT REMUNERATION

My remuneration was previously authorised by Members at a meeting held on 20 January 2022 on a fixed fee basis of £3,000 plus VAT, £1,500 plus VAT for pre appointment work and £1,500 plus VAT for post appointment work.

This fee was paid by the Company pre appointment.

A copy of 'A Members' Guide to Liquidators' Fees', together with an explanatory note which shows Hawkins Insolvency Limited's fee policy are available at the link www.hawkinsinsolvency.co.uk/a-members-guide

LIQUIDATOR'S EXPENSES

Expenses are any payments from the estate which are neither an office holder's remuneration nor a distribution to a creditor or a member. Expenses also includes disbursements. Disbursements are payments which are first met by the office holder and then reimbursed to the office holder from the estate. Expenses are split into:

- category 1 expenses, which are payments to persons providing the service to which the expense relates who are not an associate of the office holder; and
- category 2 expenses, which are payments to associates or which have an element of shared costs. Before being paid category 2 expenses require approval in the same manner as an office holder's remuneration.

I have incurred total expenses of £7,114.76 incl VAT where applicable. I have drawn £7,114.76 to 19 January 2023.

Type of expense	Amount incurred/ accrued in the reporting period
Statutory Advertising	£338.76 incl VAT
Specific Insolvency Penalty Bond	£200.00 nil VAT
Legal Fees for Indemnity	£1,080.00 incl VAT
Accountants	£5,496.00 incl VAT

I have used the following professional advisors in the reporting period:

Professional Advisor	Nature of Work	Basis of Fees
DAC Beachcroft LLP	Solicitors - Indemnity	Fixed Fee

The choice of professionals used was based on my perception of their experience and ability to perform this type of work, the complexity and nature of the assignment and the basis of my fee arrangement with them. I also confirmed that they hold appropriate regulatory authorisations. I have reviewed the fees they have charged and am satisfied that they are reasonable in the circumstances of this case.

My solicitor at DAC Beachcroft LLP prepared the Deed of Indemnity document.

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 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.

The Liquidation will remain open until the tax refund has been received and clearance has been obtained from HMRC after which a final distribution will be paid to the shareholders. As stated above, I am unable to estimate how long this will take as I am waiting on correspondence from HMRC but once resolved the Liquidation will be finalised and our files will be closed.

If members 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 Tanya Filer on 01934 862877, or by email at info@hawkinsinsolvency.co.uk

A handwritten signature in black ink, appearing to read 'Samantha Hawkins'. The signature is stylized with a large initial 'S' and a series of connected loops.

Samantha Hawkins
Liquidator

Appendix 1

1. Administration

This represents the work involved in the routine administrative functions of the case by the office holder and their staff, together with the control and supervision of the work done on the case by the office holder and their managers. It does not give direct financial benefit to the members but has to be undertaken by the office holder to meet their requirements under the insolvency legislation and the Statements of Insolvency Practice, which set out required practice that office holders must follow.

- 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/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 a general meeting of 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 Members.
- Filing returns at Companies House.
- Preparing and filing VAT returns.
- Calculating and paying a distribution to shareholders
- Corresponding with HMRC

Marmelo Limited
(In Liquidation)
Liquidator's Summary of Receipts and Payments
To 19 January 2023

RECEIPTS	Declaration of Solvency (£)	Total (£)
Tax Refund	39,035.25	0.00
VAT Refund		1,152.46
Cash at Bank	199,658.90	201,035.97
		<hr/>
		202,188.43
		<hr/>

PAYMENTS

Specific Bond	200.00
Accountants Fees	4,580.00
Legal Fees (1)	900.00
Statutory Advertising	282.30
Ordinary Shareholders	186,197.00
Vat Receivable	1,152.46
	<hr/>
	193,311.76
Net Receipts/(Payments)	8,876.67
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MADE UP AS FOLLOWS

Bank 1 Current	8,876.67
	<hr/>
	8,876.67
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Samantha Hawkins
Liquidator