

# 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)

### 1 Company details

Company number	1	0	2	3	2	4	7	3
Company name in full	Guide Total Care (Sandon) Limited							

#### → Filling in this form

Please complete in typescript or in  
bold black capitals.

### 2 Liquidator's name

Full forename(s)	Lloyd
Surname	Hinton

### 3 Liquidator's address

Building name/number	Allan House
Street	10 John Princes Street
Post town	London
County/Region	
Postcode	W 1 G 0 A H
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.

LIQ03

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Period of progress report

From date

<sup>d</sup>2<sup>d</sup>3<sup>m</sup>1<sup>m</sup>0<sup>y</sup>2<sup>y</sup>0<sup>y</sup>2<sup>y</sup>1

To date

<sup>d</sup>2<sup>d</sup>2<sup>m</sup>1<sup>m</sup>0<sup>y</sup>2<sup>y</sup>0<sup>y</sup>2<sup>y</sup>2

7

Progress report

☒ The progress report is attached

8

Sign and date

Liquidator's signature

Signature

X



X

Signature date

<sup>d</sup>2<sup>d</sup>1<sup>m</sup>1<sup>m</sup>2<sup>y</sup>2<sup>y</sup>0<sup>y</sup>2<sup>y</sup>2

**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

Sabrina Frappalo

Company name

Insolve Plus Ltd

Address

Allan House

10 John Princes Street

Post town

London

County/Region

Postcode

W 1 G 0 A H

Country

DX

Telephone

020 7495 2348

**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)**

Our ref: KL/G051H/3.1

21 December 2022

## **Guide Total Care (Sandon) Limited – In Creditors’ Voluntary Liquidation**

### **Liquidator’s Progress Report to Creditors and Members For the year ending 22 October 2022**

#### **1. Introduction**

Following my appointment as Liquidator of the Company on 23 October 2018 and in accordance with Section 104A of the Insolvency Act 1986 and all associated provisions of the Insolvency (England & Wales) Rules 2016, I hereby report on the progress of the Liquidation following the fourth anniversary of my appointment.

#### **2. Statutory Information**

Company name:	Guide Total Care (Sandon) Limited
Registered office:	Allan House, 10 John Princes Street, London, W1G 0AH
Former registered office:	7 The Close, Norwich, NR1 4DJ
Registered number:	10232473
Liquidator’s name:	Lloyd Edward Hinton
Liquidator’s address:	Allan House, 10 John Princes Street, London, W1G 0AH
Liquidator’s date of appointment:	23 October 2018

As the Company had its only place of business at premises in the UK, the EC regulations apply, these proceedings are Main Proceedings as defined in Article 3 of the EC Regulation.

### **3. Liquidator's actions for the period 23 October 2021 to 22 October 2022**

Following the third anniversary of my appointment, I issued my report to Members and Creditors on 7 December 2021.

You will recall from my previous reports that I instructed Breal Business Certainty ("Breal") of Landmark, Cannon Place, 78 Cannon Street, London EC4N 6HL to collect the outstanding book debts. An agreement has been reached with one debtor, whereby they pay back £100 per month and during the period covered by this report, £1,400 has been received.

On 30 March 2022, I declared a dividend of 1.20p in the £ to unsecured creditors. The total amount distributed was £25,006.65. A further dividend will be paid to unsecured creditors shortly.

### **4. Liquidator's Receipts & Payments Account**

Attached to this report is a full account of receipts and payments for the period from 23 October 2021 to the fourth anniversary of my appointment, being the 22 October 2022 and a full account of receipts and payments for the entirety of the Liquidation to the fourth anniversary, being 22 October 2022, which should be read in conjunction with the information contained in this report and my previous reports.

As the Company is not registered for VAT, all transactions are shown inclusive of VAT where applicable. Estate funds are held on an interest bearing account at Metro Bank Plc.

I specifically comment in respect of the matters arising during the last year as follows.

#### **4.1 Receipts**

##### **4.1.1 Book Debts**

£1,400 has been received from Breal in respect of the debtor collection.

##### **4.1.2 Bank Interest Gross**

£15 has been received from Metro Bank Plc in respect of bank interest receivable.

#### **4.2 Assets Remaining to be Realised**

##### **4.2.1 Book Debt**

The sum of £3,800 remains outstanding from one debtor who is paying £100 per month.

#### **4.3 Payments**

##### **4.3.1 Debt Collection Fees**

£140 has been paid to Breal for collecting the book debt.

##### **4.3.2 Corporation Tax**

£7 has been paid to HM Revenue & Customs in respect of the Corporation Tax payable on the bank interest received during the course of the third year of the Liquidation.

## **5. Liabilities**

### Secured Creditors

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

### Preferential Creditors

On 9 April 2020 I declared a dividend of 100p in £ to the preferential creditors. A total amount of £40,600 has been paid to preferential creditors. I am retaining a balance of £973.41 in respect of those employees where I have not been provided with bank details.

### Unsecured Creditors

On 30 March 2022, I declared a dividend of 1.20p in the £ to unsecured creditors. The total claims agreed were £2,085,501 and the total amount distributed was £25,006.65.

## **6. Dividend Prospects**

A further dividend will be paid to unsecured creditors shortly.

## **7. Investigation into the affairs of the Company**

There were no additional matters arising during the year that justified further investigation.

## **8. Pre-appointment Remuneration**

An amount of £10,000 plus VAT in respect of the costs of convening a meeting of members and a virtual meeting of creditors and for the preparation of the statement of affairs was charged. This fee was paid from asset realisations as approved by the creditors.

## **9. Liquidator's Remuneration**

At the meeting of creditors on 23 October 2018, the creditors passed a resolution that my remuneration be fixed at a fee of £15,000 plus VAT, thereafter as a percentage of the realised assets (net of any fixed charges or finance) as set out below:

• Equity in Freehold / Leasehold Property	25%
• Plant & Machinery / Fixtures & Fittings / Stock	25%
• Goodwill / Intellectual Property Rights / Investments	25%
• Book Debts / Work in Progress / Rent Deposit	20%
• Equity in Motor Vehicles	20%
• Cash at Bank / Funds held by reporting accountant	15%
• HM Revenue & Custom Refunds	15%
• In relation to any other asset recovery (e.g. including those not disclosed, antecedent transaction recoveries)	50%

and thereafter as a percentage of the value of total distributions to creditors (excluding fixed charge creditors) (to be deducted from the total distribution) plus VAT as set out below:

- |                     |     |
|---------------------|-----|
| • The first £20,000 | 15% |
| • The next £80,000  | 10% |
| • Over £100,000     | 5%  |

I was authorised to draw all necessary disbursements and any Category 2 expenses as set out on the Insolve Plus Ltd's disbursement policy statement as and when I consider it appropriate.

I have drawn fees of £46,939 inclusive of VAT, none of which was drawn during the course of the fourth year of the Liquidation. The balance of my fees of £6,504 inclusive of VAT will be drawn shortly.

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/>. Details about how an office holder's fees may be approved for each case type are available in a series of Guidance Notes issued with Statement of Insolvency Practice 9, and they can be accessed at [www.insolveplus.com/faq](http://www.insolveplus.com/faq)

## 10. 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.

### 10.1 Category 1 Expenses

The following category 1 expense has been incurred during the period covered by this report, which has not yet been reimbursed to Insolve Plus Ltd:

Type of Category 1 Expense	Amount (£)
Storage	1,231

### 10.2 Category 2 Expenses

During the course of the Liquidation no category 2 expenses have been incurred.

### 10.3 Professional Advisors Appointed

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

Professional Advisor	Nature of Work	Basis of Fees
Breal Business Certainty	Debt Collector	Percentage of realisations

The choice of professionals was based on my perception of their experience and ability to perform this type of work and the complexity and nature of the assignment. I also considered that the basis on which they will charge their fees represented value for money. I have reviewed the charges they have made and am satisfied that they are reasonable in the circumstances of this case.

## **11. 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 Liquidator's 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 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.

To comply with the Provision of Services Regulations, some general information about Insolve Plus Ltd can be found at [www.insolveplus.com/privacypolicy/](http://www.insolveplus.com/privacypolicy/).

## **12. Summary**

The Liquidation will remain open until the book debt has been collected and a final distribution has been paid to unsecured creditors. Once resolved the Liquidation will be finalised and my files will be closed.

If creditors have any queries regarding the conduct of the Liquidation, or if they require hard copies of any of the documents made available on-line, they should contact Kelly Levelle on 020 7495 2348, or by email at [kellylevelle@insolveplus.com](mailto:kellylevelle@insolveplus.com).

Yours faithfully



Lloyd Hinton FIPA  
Liquidator



**Rule 18.9 – Creditors’ and members’ requests for further information in administration, winding up and bankruptcy**

18.9.—(1) The following may make a written request to the office-holder for further information about remuneration or expenses (other than pre-administration costs in an administration) set out in a progress report under rule 18.4(1)(b), (c) or (d) or a final report under rule 18.14—

- (a) a secured creditor;
- (b) an unsecured creditor with the concurrence of at least 5% in value of the unsecured creditors (including the creditor in question);
- (c) members of the company in a members’ voluntary winding up with at least 5% of the total voting rights of all the members having the right to vote at general meetings of the company;
- (d) any unsecured creditor with the permission of the court; or
- (e) any member of the company in a members’ voluntary winding up with the permission of the court.

(2) A request, or an application to the court for permission, by such a person or persons must be made or filed with the court (as applicable) within 21 days of receipt of the report by the person, or by the last of them in the case of an application by more than one member or creditor.

(3) The office-holder must, within 14 days of receipt of such a request respond to the person or persons who requested the information by—

- (a) providing all of the information requested;
- (b) providing some of the information requested; or
- (c) declining to provide the information requested.

(4) The office-holder may respond by providing only some of the information requested or decline to provide the information if—

- (a) the time or cost of preparation of the information would be excessive; or
- (b) disclosure of the information would be prejudicial to the conduct of the proceedings;
- (c) disclosure of the information might reasonably be expected to lead to violence against any person; or
- (d) the office-holder is subject to an obligation of confidentiality in relation to the information.

(5) An office-holder who does not provide all the information or declines to provide the information must inform the person or persons who requested the information of the reasons for so doing.

(6) A creditor, and a member of the company in a members’ voluntary winding up, who need not be the same as the creditor or members who requested the information, may apply to the court within 21 days of—

- (a) the office-holder giving reasons for not providing all of the information requested; or
- (b) the expiry of the 14 days within which an office-holder must respond to a request.

(7) The court may make such order as it thinks just on an application under paragraph (6).

**Rule 18.34 – Remuneration and expenses: application to court by a creditor or member on grounds that remuneration or expenses are excessive**

18.34.—(1) This rule applies to an application in an administration, a winding-up or a bankruptcy made by a person mentioned in paragraph (2) on the grounds that—

- (a) the remuneration charged by the office-holder is in all the circumstances excessive;
- (b) the basis fixed for the office-holder's remuneration under rules 18.16, 18.18, 18.19, 18.20 and 18.21 (as applicable) is inappropriate; or
- (c) the expenses incurred by the office-holder are in all the circumstances excessive.

(2) The following may make such an application for one or more of the orders set out in rule 18.36 or 18.37 as applicable—

- (a) a secured creditor,
- (b) an unsecured creditor with either—
  - (i) the concurrence of at least 10% in value of the unsecured creditors (including that creditor), or
  - (ii) the permission of the court, or
- (c) in a members' voluntary winding up—
  - (i) members of the company with at least 10% of the total voting rights of all the members having the right to vote at general meetings of the company, or
  - (ii) a member of the company with the permission of the court.

(3) The application by a creditor or member must be made no later than eight weeks after receipt by the applicant of the progress report under rule 18.3, or final report or account under rule 18.14 which first reports the charging of the remuneration or the incurring of the expenses in question ("the relevant report").

**Guide Total Care (Sandon) Limited**

**In Liquidation**

**Liquidator's Summary of Receipts and Payments (Accruals Basis)**

Statement of Affairs £	From 23 October 2021 To 22 October 2022 £	From 23 October 2018 To 22 October 2022 £
<b>ASSET REALISATIONS</b>		
1,300.00 Computer & Office Equipment	0.00	2,000.00
67,122.00 Book Debts	1,400.00	24,706.27
Insurance Refund	0.00	305.06
120,000.00 Cash at Bank	0.00	124,490.50
NIL Guide Total Care (Broomfield) Limited	0.00	0.00
Bank Interest Gross	15.36	165.66
Petty Cash	0.00	467.58
	<hr/> 1,415.36	<hr/> 152,135.07
<b>COST OF REALISATIONS</b>		
Specific Bond	0.00	1,064.00
Preparation of S. of A.	0.00	12,000.00
Office Holders Fees	0.00	46,939.40
Purchase of Stock	0.00	350.00
Pension Report	0.00	1,440.00
Agents/Valuers Fees	0.00	2,000.00
Professional Fees	0.00	1,205.00
Debt Collection Fees	140.00	2,492.80
Corporation Tax	7.29	28.56
Storage Costs	0.00	758.15
	<hr/> (147.29)	<hr/> (68,277.91)
<b>PREFERENTIAL CREDITORS</b>		
HM Revenue & Customs	0.00	641.22
Redundancy Payments Service	0.00	38,595.81
(62,104.79) Employee Arrears of Wages & Holiday Pay	0.00	1,362.55
	<hr/> 0.00	<hr/> (40,599.58)
<b>UNSECURED CREDITORS</b>		
(404,132.23) Trade & Expense Creditors	5,152.17	5,152.17
(187,996.06) Employees Wages, Notice & Redundancy Pay	1,415.56	1,415.56
(3,461.74) Pension	0.00	0.00
(897,183.12) Guide Total Care Group Limited	10,758.19	10,758.19
(158,342.15) H M Revenue & Customs - PAYE/NIC	1,848.96	1,848.96
(478,024.96) Landlord	5,831.77	5,831.77
	<hr/> (25,006.65)	<hr/> (25,006.65)
<b>DISTRIBUTIONS</b>		
(1.00) Ordinary Shareholders	0.00	0.00
	<hr/> 0.00	<hr/> 0.00
<hr/> (2,002,824.05)	<hr/> (23,738.58)	<hr/> 18,250.93

Statement  
of Affairs  
£

From 23 October 2021  
To 22 October 2022  
£

From 23 October 2018  
To 22 October 2022  
£

REPRESENTED BY

Vat Receivable

28.00

Bank 1 Current

18,222.93

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**18,250.93**

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