

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	2	0	7	8	3	5	3
Company name in full	Alan Rogers Guides Limited							

→ Filling in this form

Please complete in typescript or in
bold black capitals.

2 Liquidator's name

Full forename(s)	Dermot
Surname	Coakley

3 Liquidator's address

Building name/number	2nd Floor, Shaw House
Street	3 Tunsgate
Post town	Guildford
County/Region	Surrey
Postcode	G U 1 3 Q T
Country	

4 Liquidator's name ①

Full forename(s)	Michael
Surname	Bowell

① Other liquidator

Use this section to tell us about
another liquidator.

5 Liquidator's address ②

Building name/number	2nd Floor, Shaw House
Street	3 Tunsgate
Post town	Guildford
County/Region	Surrey
Postcode	G U 1 3 Q T
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 9	^m 0	^m 9	^y 2	^y 0	^y 1	^y 9	
To date	^d 1	^d 8	^m 0	^m 9	^y 2	^y 0	^y 2	^y 1	

7 Progress report

<input checked="" type="checkbox"/> The progress report is attached	
---	--

8 Sign and date

Liquidator's signature	Signature X  X								
Signature date	^d 1	^d 6	^m 1	^m 1	^y 2	^y 0	^y 2	^y 1	

**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 **David Easto**

Company name **WSM MBI Coakley LLP**

Address **2nd Floor, Shaw House**

3 Tunsgate

Post town **Guildford**

County/Region **Surrey**

Postcode **G U 1 3 Q T**

Country

DX

Telephone **01483 405160**

**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 Annual Progress Report to Members

Alan Rogers Guides Limited
- In Liquidation

15 November 2021

ALAN ROGERS GUIDES LIMITED - IN LIQUIDATION

CONTENTS

- 1** Introduction and Statutory Information
- 2** Progress of the Liquidation
- 3** Distributions to Members
- 4** Liquidator's Remuneration
- 5** Members' Rights
- 6** Next Report

APPENDICES

- A** Receipts and Payments Account for the Period from 19 September 2020 to 18 September 2021
- B** Time Analysis for the Period from 19 September 2020 to 18 September 2021
- C** Additional Information in Relation to Liquidator's Fees, Expenses & the use of Subcontractors

1 Introduction and Statutory Information

- 1.1 I, Dermot Coakley of WSM MBI Coakley LLP, 2nd Floor, Shaw House, 2-3 Tunsgate, Guildford, GU13QT, was appointed as Liquidator of Alan Rogers Guides Limited (the Company) on 19 September 2019. This report provides an update on the progress in the liquidation for year ended 18 September 2021 (the Period).
- 1.1 Information about the way that we will use, and store personal data on insolvency appointments can be found at <http://www.mbicoakley.co.uk/privacy>. If you are unable to download this, please contact us and a hard copy will be provided to you.
- 1.2 The trading address of the Company was East Grinstead House, East Grinstead, West Sussex, RH19 1UA.
- 1.3 The registered office of the Company was changed to MBI Coakley Limited, 2nd Floor, Shaw House, 2-3 Tunsgate, Guildford, GU1 3QT and its registered number is 02078353.

2 Progress of the Liquidation

- 2.1 At Appendix A, I have provided an account of my Receipts and Payments for the Period, with a comparison to the Declaration of Solvency values together with a cumulative account since my appointment.
- 2.2 I anticipate concluding the winding up of the Company in the next three months.

3 Distributions to Members

- 3.1 No distributions have been made during the period.

4 Liquidator's Remuneration

- 4.1 The members approved that the basis of the Joint Liquidator's remuneration be fixed by reference to the time properly spent by him and his staff in managing the Liquidation by resolution approved on 19 September 2020.
- 4.2 My time costs for the Period are £174. This represents 1.2 hours at an average rate of £145 per hour. Attached as Appendix B is a Time Analysis which provides details of the activity costs incurred by staff grade during this period in respect of the costs fixed by reference to time properly spent by me in managing the Liquidation. Included in Appendix B is a cumulative Time Analysis for the period from the date of my appointment to 18 September 2021.
- 4.3 The Joint Liquidator's fees were agreed to be settled by the parent company 'The Caravan Club Limited'.
- 4.4 Attached as Appendix C is additional information in relation to the Liquidator's fees and expenses including where relevant, information on the use of subcontractors and professional advisers.
- 4.5 A copy of 'A Shareholders' Guide to Liquidators' Fees' is available on request or can be downloaded from <https://mbicoakley.co.uk/wp-content/uploads/2021/06/Guide-to-Members-Fees-April-1-2021.pdf>.

5 Members' Rights

- 5.1 Within 21 days of the receipt of this report, members with either at least 5% of the total voting rights of all the members having the right to vote at general meetings of the Company or with the permission of the court, may request in writing that the Liquidator provide further information about his remuneration or expenses which have been itemised in this progress report.
- 5.2 Any members with at least 10% of the total voting rights of all the members having the right to vote at general meetings of the Company may within 8 weeks of receipt of this progress report, make an application to court on the grounds that, in all the circumstances, the basis fixed for the Liquidator's remuneration is inappropriate and/or the remuneration charged or the expenses incurred by the Liquidator, as set out in this progress report, are excessive.

6 Next Report

- 6.1 I am required to provide a further report on the progress of the liquidation within two months of the end of the third anniversary of the liquidation, unless I have concluded matters prior to this, in which case I will write again with my proposed final account.

Yours faithfully



Dermot Coakley
Joint Liquidator

Enc

Alan Rogers Guides Limited (In Liquidation)

Appendix A- Joint Liquidators' Summary of Receipts and Payments
From 19 September 2020 (date of Liquidation) to 18 September 2021

	Declaration of Solvency (£)	From 19/09/20 to 18/09/21 (£)	Cumulative From 19/09/19 (£)
RECEIPTS			
		<u>NIL</u>	<u>NIL</u>
		<u>NIL</u>	<u>NIL</u>
		<u>NIL</u>	<u>NIL</u>
PAYMENTS			
		<u>NIL</u>	<u>NIL</u>
		<u>NIL</u>	<u>NIL</u>
		<u>NIL</u>	<u>NIL</u>
		<u>NIL</u>	<u>NIL</u>

*Liquidators' fees to be settled by the parent company 'The Caravan Club Limited'

Appendix B - SIP9 Time & Cost Summary + Cumulative

769 - Alan Rogers Guides Limited
All Post Appointment Project Codes
From: 19/09/2020 To: 18/09/2021

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)	Total Hours Cum (POST Only)	Total Time Costs Cum (POST Only)
Admin & Planning	0.00	0.00	0.40	0.00	0.40	58.00	145.00	5.40	1,075.00
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investigations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Realisation of Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Shareholders	0.00	0.00	0.80	0.00	0.80	116.00	145.00	0.80	116.00
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Hours / Costs	0.00	0.00	1.20	0.00	1.20	174.00	145.00	6.20	1,191.00
Total Fees Claimed						0.00			
Total Disbursements Claimed						0.00			

Appendix C

Additional Information in Relation to Liquidators' Fees, Expenses & the use of Subcontractors
Staff Allocation and the use of Subcontractors

The general approach to resourcing our assignments is to allocate staff with the skills and experience to meet the specific requirements of the case.

The constitution of the case team will usually consist of a Partner, a Manager, and an Administrator or Assistant. The exact constitution of the case team will depend on the anticipated size and complexity of the assignment and the experience requirements of the assignment.

We have not utilised the services of any subcontractors on this case.

Liquidator's Expenses

The estimate of expenses which were anticipated at the outset of the liquidation was provided to members when the basis of my fees was approved. The table below compares the anticipated costs against those incurred to date.

Category 1 expenses

These expenses do not require prior approval by members. The type of expenses that may be charged to a case as a Category 1 expense generally comprise of external supplies of incidental services specifically identifiable to the case, such as postage, case advertising, invoiced travel and external printing, external room hire and external storage costs. Also chargeable, will be any properly reimbursed expenses incurred by personnel in connection with the case. These expenses may include disbursements which are payments first met by an office holder and then reimbursed from the estate.

Expense	Estimated overall cost £	Paid in the period covered by this report £	Incurred but not paid to date £
Statutory advertising	225	-	225
Specific Penalty Bond	20	-	20

Category 2 expenses

These expenses do require approval from members. These are costs which are directly referable to the appointment in question but are not payments which are made to an independent third party and may therefore include payments to associates of the office holder or shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis. Details of Category 2 disbursements charged by this firm were provided at the time the Liquidator's fees were approved by members.

Expense	Estimated overall cost £	Paid in the period covered by this report £	Incurred but not paid to date £
Postage charges	5	-	-

Charge-Out Rates

WSM MBI Coakley LLPs current charge-out rates effective from 1 January 2021 are detailed below. Please note this firm records its time in minimum units of 6 minutes.

Position	(Per hour) £
Partner/ Office Holder	£325/£395
Manager 2/1	£235/£295
Administrator 2/1	£145/£185