

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 0 0 9 5 7 0
Company name in full	Mark Downs Building Services Ltd

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

2	Liquidator's name
Full forename(s)	Michael James
Surname	Gregson

3	Liquidator's address
Building name/number	TC Bulley Davey Limited
Street	Brightfield Business Hub Bakewell Road
Post town	Orton Southgate
County/Region	Peterborough
Postcode	P E 2 6 X 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.

LIQ03

Notice of progress report in voluntary winding up

6 Period of progress report

From date

d 1 d 5 m 0 m 3 y 2 y 0 y 2 y 2

To date

d 1 d 4 m 0 m 3 y 2 y 0 y 2 y 3

7 Progress report

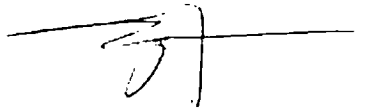
☒ The progress report is attached

8 Sign and date

Liquidator's signature

Signature

X



X

Signature date

d 1 d 1 m 0 m 5 y 2 y 0 y 2 y 3

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 **Denise Gordon**
Company name **TC Bulley Davey Limited**

Address **Brightfield Business Hub
Bakewell Road
Orton Southgate**
Post town **Peterborough**

County/Region

Postcode **P E 2 6 X U**

Country

DX

Telephone **01733 569494**



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



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.

This form is available in an alternative format. Please visit the forms page on the website at www.gov.uk/companieshouse

MARK DOWNS BUILDING SERVICES LTD
in Creditors' Voluntary Liquidation

Liquidator's Progress Report to Creditors & Members
For the year ending 14 March 2023 (Year 1)
Pursuant to Part 18 of the Insolvency (England and Wales) Rules 2016

STATUTORY INFORMATION

Company name:	Mark Downs Building Services Ltd
Company registered number:	09009570
Winding Up Resolution:	15 March 2022 (Liquidation date)
Liquidator's name:	Michael James Gregson
Liquidator's address:	Brightfield Business Hub, Bakewell Road, Orton Southgate, Peterborough, PE2 6XU
Liquidator's appointment:	15 March 2022
Present Registered Office:	1 – 4 London Road, Spalding, Lincolnshire, PE11 2TA
Previous Registered Office:	1 Caledonian Road, Stamford, Lincolnshire, PE9 2TG
Directors:	Mr Mark Anthony Downs Mrs Kim Downs
Members:	Mr Mark Anthony Downs (60% shareholding) Mrs Kim Downs (40% shareholding)
Registered Charges:	No unsatisfied charges registered at Companies House, past or present

INTRODUCTION

TC Bulley Davey Limited was formally engaged in relation to the winding up of the company on 3 March 2022. It was decided that the Deemed Consent Procedure, under the Insolvency (England and Wales) Rules 2016, be used and notice was issued to the Company's creditors on 4 March 2022. The Directors' Statement of Affairs and SIP6 Director's Report dated 3 March 2022 were issued to creditors shortly thereafter.

The Members passed resolutions to wind up the company by a Creditors' Voluntary Liquidation, (i.e. an insolvent liquidation) and to appoint me as Liquidator on 15 March 2022. No objections or requests, qualifying or otherwise (by reference to the statutory thresholds referred to in the Notice issued to creditors) were received and the creditors were therefore deemed to have consented to my appointment as Liquidator on 15 March 2022. No Liquidation Committee was formed.

Further to my initial post-appointment report to creditors issued on 18 March 2022, this is my first annual progress report for the twelve months to 14 March 2023, the day prior to the first anniversary of my appointment ("Year 1"). As required, this report is also being filed at Companies House.

At the same time of issuing this Year 1 Progress Report I am also initiating a Decision Process, seeking resolutions from creditors regarding the formation of a Liquidation Committee and, if no such Committee is formed, the fixing of the basis of my remuneration (fee) as Liquidator.

EVENTS LEADING TO THE LIQUIDATION OF THE COMPANY

These matters were set out in the pre-liquidation SIP6 Directors' Report dated 3 March 2022 as issued to the company's creditors.

RECEIPTS AND PAYMENTS ACCOUNT

My Receipts & Payments Account for the period from 15 March 2022 to 14 March 2023 ("Year 1") is attached, the content of which is largely self-explanatory. As shown, as at 14 March 2023, the Liquidation funds amounted to £15,210 being £13,942 in the Liquidation bank account and £1,268 of VAT on the costs of the liquidation to be recovered from HM Revenue & Customs (HMRC).

ASSETS

The company's Statement of Affairs ("SOA") was dated 3 March 2022. The Assets disclosed in the Statement of Affairs were as follows: -

Cash In Hand of Accountants –The SOA showed £12,029 held in the TC Bulley Davey Limited client account which has been realised in full in the Liquidation. These funds represented the amounts realised by the Company in respect of a VAT refund and the sale of a van after settlement of a finance agreement.

Debtors and Retentions - The SOA showed £47,824 owed to the Company by way of one outstanding book debt plus a retention. An interim payment of £9,595 was received in April 2022. Realisation of this was shown as uncertain as potential counterclaims were anticipated and this has proved to be the case and the customer has lodged a claim as a non-preferential unsecured creditor. Further details are provided regarding this in the Liabilities section below.

LIABILITIES (CLAIMS) & THE PRESCRIBED PART

Secured Creditors and the Prescribed Part

Section 176A Insolvency Act 1986 provides that, in certain circumstances, part of an insolvent company's assets (the "prescribed part"), otherwise available to the holder of a floating charge, may be required in making a distribution to the company's unsecured creditors.

As Liquidator I confirm the "prescribed part" does apply in this case, as there are no secured creditors.

Preferential Creditors

The SOA showed claims of £1,333 for the Directors in respect of holiday entitlement arising from the

termination of their employment with the Company. The Redundancy Payments Service (RPS) has partially paid these claims, subject to their statutory regulations and limits, and have lodged a subrogated claim in this regard but I have not yet reviewed this for admission in the Liquidation or calculated any balancing claims.

Secondary Preferential Creditor

HMRC is owed an estimated £24,762 for elements of tax which are expected to be a secondary preferential claim in the Liquidation. HMRC has not yet filed a claim.

Non-Preferential Unsecured Creditors

Trade & Expense Claims £569: The Statement of Affairs referred to one estimated non-preferential creditor of £569. I have received a claim from this creditor for this amount. Following my negotiations with the Debtor shown on the SOA, and their agent, I have signed a Deed of Variation to the intermediate building contract between the company and the customer and have agreed that the customer is now a creditor of the Company for £55,237 in respect of outstanding rectification work.

HMRC – CT £23,012: This remains the amount currently owed in respect of Corporation Tax according to the Company's records. HMRC have not yet filed a claim for this.

Directors' Loan Account £56: This is the amount owed according to the Company's records. I am investigating the transactions resulting in this amount but cannot comment further on this ongoing matter at this time.

Employee Claims £17,482: This represented claims from the Directors in respect of Notice Pay and Redundancy Pay arising from the termination of their employment with the Company. The Redundancy Payments Service (RPS) has partially paid these claims, subject to their statutory regulations and limits, and have lodged a subrogated claim in this regard but I have not yet reviewed this for admission in the Liquidation or calculated any balancing claims.

I have not yet formally requested claims from any class of creditor as the dividend prospects remain uncertain based on current information.

INVESTIGATIONS INTO THE COMPANY'S AFFAIRS

Within three months of my appointment as liquidator, I am required to submit a confidential report to the Secretary of State (the Insolvency Service) to include any matters which have come to my attention during the course of my work which may indicate that the conduct of any past or present directors would make them unfit to be concerned with the management of the company. I would confirm that my report has been submitted.

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, funds likely to be available to fund an investigation, and the costs involved. I am satisfied there are no such matters to be pursued.

PRE-APPOINTMENT FEES

The Directors of the Company authorised the payment of a fee of £6,000 plus VAT for this firm's assistance in the preparation of the SOA and in producing and circulating the paperwork relating to

the proposed Liquidation of the Company. These fees were subsequently approved to be drawn as an expense of the Liquidation by creditors by way of a decision by correspondence with a decision date of 29 April 2022. This fee was drawn in May 2022.

LIQUIDATOR'S REMUNERATION (FEES)

At the same time as I issue this Year 1 Progress Report to the company's creditors and members, I am also initiating a "Decision Process", under which I am seeking resolutions from creditors regarding their further consideration as to the formation of a Liquidation Committee and, if no such Committee is formed, also regarding the fixing of the basis of my remuneration (fee) as Liquidator. Accordingly, no post-appointment fees have yet been paid from the liquidation funds.

Please see the accompanying letter and various documents regarding the decision process. Creditors are asked to respond with their Written Resolutions (Voting form) on or before the deadline of 8 June 2023.

I am seeking agreement that my Liquidator's Remuneration (fee) be approved on a time cost basis in accordance with Rule 18.16(2)(b), limited to the "Fees Estimate" maximum of £19,794 plus VAT to be drawn as a cost of the Liquidation and that interim drawings may be made in respect of same.

My time costs for Year 1 to 14 March 2023 were £15,342 (plus VAT) (85.6 hours at an average hourly charge of £179.22). A schedule of these costs is attached. I have had and will have further time costs to the completion of my administration of the case in due course.

My estimated total time costs are as set out in the "Fees Estimate" document which is part of the decision process papers now being issued. My remuneration, if approved on a time costs basis as above, cannot exceed the Fees Estimate figure of £19,794 (plus VAT) unless at a later date I seek, and creditors give, further approval of a revised, increased figure.

I confirm that payment of my remuneration, such as is authorised, is subject to sufficient funds being or becoming available in the Liquidation estate. Creditors, individually or as a body, voting or non-voting, are not liable for payment of my remuneration or any other costs of the liquidation. At this stage my remuneration is likely to be substantially less than the Fees Estimate due to limited realisations.

COSTS - LIQUIDATOR'S EXPENSES (DISBURSEMENTS)

My expenses to 14 March 2023 (Year 1) total £414 as shown on the attached Disbursements schedule. These were paid directly from Liquidation funds and are in respect of my bond premium, statutory advertising, software licence and online upload of creditor reports.

I will incur further costs for items such as postage, photocopying costs, storage and online information uploads and I already have approval to draw these expenses following the decision process on 29 April 2022.

LIQUIDATOR'S ACTIONS SINCE APPOINTMENT

A detailed description of the main areas of work undertaken, and to be undertaken, in the liquidation accompanies the Fees Estimate as issued to creditors today, 11 May 2023, in addition to the contents of this Progress Report.

AGENTS

No agents have been used in this matter.

FURTHER INFORMATION

Please see the enclosed 'Further Information for Creditors' sheet.

OUTSTANDING MATTERS, DIVIDEND PROSPECTS AND CASE CLOSURE

The principal matter likely to determine when the liquidation may be concluded is the investigation of the Directors' Loan Account and whether any further funds may be recovered or not for the Liquidation. These investigations are continuing.

In view of the likely future realisations and the level of costs, dividend prospects to any class of creditor remain uncertain. If I am unable to recover any further funds, then there is no prospect of a dividend for any class of creditor.

If I am unable to close the Liquidation before the second anniversary of my appointment on 15 March 2024 my Year 2 Progress Report to 14 March 2024 will be issued (see below) within two months of that date.

The above mentioned Decision Process now being initiated, and set to conclude on 8 June 2023, seeking a resolution from creditors, falls beyond the period to which this Year 1 Progress Report relates. Any documents relating to the Decision Process do not form part of this Progress Report. The outcome of the process will be disclosed in my future reports but in the meantime creditors may in due course request details of the outcome from my office.

As per the enclosed 'Rule 1.50 Notice', any future annual progress reports and, in due course, a final account (final report) will be issued only by upload to TC Bulley Davey Limited's reports website, address and access code as follows:

Web address: <https://bulleydavey.insolvencydata.co.uk>

Key Code: XQTSRSA

However, as required, all such reports will also be filed at Companies House.

Dated 11 May 2023



Michael James Gregson
Liquidator of Mark Downs Building Services Ltd

Attachments:

- Liquidator's Receipts & Payments Account for the period 15 March 2022 to 14 March 2023 (Year 1)
- Liquidator's Disbursements (expenses) report to 14 March 2023

- **Liquidator's Time Costs Summaries – Year 1 – 15 March 2022 to 14 March 2023**
- **Notice of Decision by Correspondence**
- **Notice - Invitation to decide whether a Liquidation Committee should be established**
- **Fees Estimate**
- **Liquidator's Schedule of Work Undertaken and To Be Undertaken**
- **Creditors' Guide to Insolvency Practitioners Fees**
- **Proof of Debt Form**
- **Further Information for Creditors**
- **Notice - Use of Website to deliver documents, under Rules 1.50 and 1.51 Insolvency (England and Wales) Rules 2016**

Liquidator's Abstract of Receipts & Payments

P0105 Mark Downs Building Services Ltd (CVL)

Statement Of Affairs		From 15/03/2022 To 14/03/2023
	UNCHARGED ASSETS	
12,028.94	Cash in Hand of Accountants	12,028.94
	Debtors and Retentions	9,594.92
		21,623.86
	COSTS	
	Pre-appointment Fee	6,000.00
	Statutory Advertising	207.20
	Bond Premium	75.00
	Software Licence	125.00
	Online Information Uploads	7.00
		(6,414.20)
	PREFERENTIAL CREDITORS	
(1,332.70)	Holiday Pay	0.00
		0.00
	SECONDARY PREFERENTIAL CREDITORS	
(2,379.86)	VAT	0.00
(22,381.56)	PAYE and NI	0.00
		0.00
	UNSECURED CREDITORS	
(569.18)	Trade & Expense Claim	0.00
(23,012.10)	HMRC - CT	0.00
(56.18)	Directors Loan Account	0.00
(64,154.31)	Santander Liabilities	0.00
(17,481.70)	Employee Claims	0.00
		0.00
	DISTRIBUTIONS	
(100.00)	Issued Share Capital	0.00
		0.00
(119,438.63)		15,209.66
	REPRESENTED BY	
	Estate Account	13,941.82
	VAT Control Account	1,267.84
		15,209.66

.....
Michael James Gregson
Liquidator

TC BULLEY DAVEY LIMITED - INSOLVENCY CASE - DISBURSEMENTS

GEN649

RE: MARK DOWNS BUILDING SERVICES LTD

	Items paid by TC Bulley Davey Limited		Items paid direct from case funds	Total of all items recovered from case funds
	Total of such items	Recovered from case funds		
Bond Premium (actual cost)	0.00	0.00	75.00	75.00
Software Licence (actual cost)	0.00	0.00	125.00	125.00
Online Information Uploads (actual cost)	0.00	0.00	7.00	7.00
Statutory Advertising (actual cost)	0.00	0.00	207.20	207.20
	<u>£0.00</u>	<u>£0.00</u>	<u>£414.20</u>	<u>£414.20</u>

Not recovered from case funds to date: £0.00

SIP9 By Category - TCBD
Mark Downs Building Services Limited
Insolvency Post Appointment

15/03/2022 to 14/03/2023

[illegible]

Notice of decision by correspondence

MARK DOWNS BUILDING SERVICES LTD ("the Company")

**Notice to, and voting response of, the Creditors
on the decision as specified**

NOTICE IS GIVEN by Michael James Gregson, the Liquidator, to the creditors of the Company that set out below are decisions for your consideration under Part 17 and Rule 18.16 of the Insolvency (England and Wales) Rules 2016. Creditors are firstly invited to consider the formation of a Creditors' Committee per the attached Notice within the explanatory notes attached. If there is no desire for such a committee, creditors are then requested to vote on the decisions, as stated below, and to signify their voting intentions thereon. Once completed and signed, this document should then be returned to TC Bulley Davey Limited, Brightfield Business Hub, Bakewell Road, Orton Southgate, Peterborough, PE2 6XU, or by e-mail to denisegordon@tc-group.com, by no later than 23:59 hours on 8 June 2023, the decision date:

Creditors' Committee

Please indicate whether you wish for a Liquidation Committee to be formed: **YES / NO**

IF YES, please provide your nomination for membership of the Liquidation Committee (*Please refer to the Note for Creditors, as attached, for details of the eligibility requirements for Committee membership; Any nominations for Committee membership must be made to the Liquidator as above by 8 June 2023*):

I of
(Insert name of nomination) (Insert name of creditor)

having been duly nominated to be a member of the Liquidation Committee hereby agree so to act.

Signed:..... Date:.....

IF NO, or in the event of creditors generally failing to produce three nominations for membership of a Liquidation Committee, please consider and vote on each of the following decision(s):

- ii). "That the Liquidator's fees will be charged by reference to the time properly spent by him and his staff in dealing with the matters relating to the Liquidation, such time to be charged at the hourly charge out rate of the grade of staff undertaking the work at the time the work is undertaken and subject to the fees estimate set out in the report prepared in connection with fee approval and issued with the notice of this decision procedure".

FOR / AGAINST

TO BE COMPLETED BY CREDITOR WHEN RETURNING FORM:

Name of creditor:_____ Signature of creditor:_____

(Complete the following if signing on behalf of creditor, e.g. director/solicitor)

Capacity in which
signing document: _____


Dated _____ Contact: Tel: _____ email: _____

The final date for votes is 8 June 2023, the decision date.

1. In order for their votes to be counted creditors must submit to me their completed voting form so that it is received at Brightfield Business Hub, Bakewell Road, Orton Southgate, Peterborough, PE2 6XU by no later than 23.59 hours on 8 June 2023. It must be accompanied by a proof of debt, (if not already lodged). Failure to do so will lead to their vote(s) being disregarded.
2. Creditors must lodge a proof of debt (if not previously lodged) at the offices of Michael James Gregson, at Brightfield Business Hub, Bakewell Road, Orton Southgate, Peterborough, PE2 6XU by no later than 23.59 on 8 June 2023, without which their vote will be invalid.
3. Creditors must have lodged a proof of debt in order for their vote to be valid.
4. Any creditors who have previously opted out from receiving documents in respect of the insolvency proceedings are entitled to vote on the decision provided they have lodged a proof of debt.
5. Creditors may, within 5 business days of delivery of this notice to them, request a physical meeting of creditors be held to determine the outcome of the decision above. Any request for a physical meeting must be accompanied by a valid proof of debt (if not already lodged). A meeting will be convened if creditors requesting a meeting represent a minimum of 10% in value or 10% in number of creditors or simply 10 creditors, where "creditors" means "all creditors."
6. Creditors have the right to appeal the decision made by applying to Court under Rule 15.35 within 21 days of 8 June 2023, the decision date.

Creditors requiring further information regarding the above, should either contact me at Brightfield Business Hub, Bakewell Road, Orton Southgate, Peterborough, PE2 6XU, or contact Denise Gordon by telephone on 01733 569494, or by email at denisegordon@tc-group.com.

DATED THIS 11 DAY OF MAY 2023



Michael James Gregson
Liquidator of Mark Downs Building Services Ltd

MARK DOWNS BUILDING SERVICES LTD
In Creditors' Voluntary Liquidation

NOTICE – Invitation to decide whether a Liquidation Committee should be established

Explanation regarding this invitation to creditors

I am asking creditors to approve the basis of my remuneration (fee) as Liquidator. This means I am seeking a “decision” from creditors.

The Insolvency (England and Wales) Rules 2016 (“the Rules”) require that on each occasion a decision is sought from creditors, the Liquidator must invite the creditors to form a Liquidation Committee (a “Committee”), even if any previous invitations in this matter did not result in the formation of a Committee. A Committee requires to have at least three and no more than five members.

Notice to Creditors

Nominations for membership of a Committee (if formed) must be delivered to M J Gregson, TC Bulley Davey Limited, Brightfield Business Hub, Bakewell Road, Orton Southgate, Peterborough, PE2 6XU by 23:59 (11.59 pm) on 8 June 2023. Rules 6.19 and 17.4 of the Rules are reproduced below:-

Invitation to creditors to form a liquidation committee

Rule 6.19.—(1) Where any decision is sought from the company's creditors—

(a) in a creditors' voluntary winding up; or

(b) where a members' voluntary winding up is converting in a creditors' voluntary winding up;
the convener of the decision must at the same time deliver to the creditors a notice inviting them to decide whether a liquidation committee should be established if sufficient creditors are willing to be members of the committee.

(2) The notice must also invite nominations for membership of the committee, such nominations to be received by a date specified in the notice.

(3) The notice must state that nominations—

(a) must be delivered to the convener by the specified date; and

(b) can only be accepted if the convener is satisfied as to the creditor's eligibility under rule 17.4.

Eligibility for membership of creditors' or liquidation committee

Rule 17.4.—(1) This rule applies to a creditors' committee in an administration, an administrative receivership, and a bankruptcy and to a liquidation committee in a creditors' voluntary winding up and a winding up by the court.

(2) A creditor is eligible to be a member of such a committee if—

(a) the person has proved for a debt;

(b) the debt is not fully secured; and

(c) neither of the following apply—

(i) the proof has been wholly disallowed for voting purposes, or

(ii) the proof has been wholly rejected for the purpose of distribution or dividend.

(3) No person can be a member as both a creditor and a contributory.

(4) A body corporate may be a member of a creditors' committee, but it cannot act otherwise than by a representative appointed under rule 17.17.

Dated 11 May 2023



Michael James Gregson
Liquidator of Mark Downs Building Services Ltd

Name of Case: Mark Downs Building Services Ltd
Case type: Creditors' Voluntary Liquidation (15 March 2022)
FEES ESTIMATE issued: 11 May 2023

Work Category	Director	Senior Managers	Managers	Seniors	Semi-Seniors	Secretarial	Junior	Other	TOTAL	TOTAL
Grade & hourly rate of personnel:	£270 Estimated Hours & Cost £	£245 Estimated Hours & Cost £	£185 Estimated Hours & Cost £	£140 Estimated Hours & Cost £	£85 Estimated Hours & Cost £	£65 Estimated Hours & Cost £	£70 Estimated Hours & Cost £	£25 Estimated Hours & Cost £	Estimated HOURS	Estimated COST £
Steps on Appointment	1.7 £459	0.0 £0	16.0 £2,640	0.0 £0	0.0 £0	0.0 £0	0.0 £0	0.0 £0	17.7	£3,099
Asset Realisations	0.1 £27	0.0 £0	0.0 £0	0.0 £0	0.0 £0	0.0 £0	0.0 £0	0.0 £0	0.1	£27
Debtors	11.1 £2,997	0.0 £0	3.7 £611	0.0 £0	0.0 £0	0.0 £0	0.0 £0	0.0 £0	14.8	£3,608
Creditors & Distributions	0.7 £189	0.0 £0	3.8 £594	0.0 £0	0.0 £0	0.0 £0	0.0 £0	0.0 £0	4.3	£783
HM Revenue & Customs	0.8 £182	0.0 £0	2.9 £479	0.0 £0	0.0 £0	0.0 £0	0.0 £0	0.0 £0	3.5	£841
Employees	0.5 £135	0.0 £0	5.1 £842	0.0 £0	0.0 £0	0.0 £0	0.0 £0	0.0 £0	5.6	£977
Investigations	2.9 £783	0.0 £0	17.8 £2,937	0.0 £0	0.0 £0	0.0 £0	0.0 £0	0.0 £0	20.7	£3,720
Cashiering Function	1.0 £270	0.0 £0	0.8 £132	5.5 £770	0.0 £0	0.0 £0	0.0 £0	0.0 £0	7.3	£1,172
Planning & Review	0.3 £81	0.1 £25	16.2 £2,673	0.0 £0	0.0 £0	0.0 £0	0.0 £0	0.0 £0	16.6	£2,779
Statutory Reporting & Case closure	1.6 £432	0.0 £0	15.5 £2,558	0.0 £0	0.0 £0	0.0 £0	0.0 £0	0.0 £0	17.1	£2,990
									107.7	£19,794

FEES ESTIMATE IS: £19,794

- The Office-holder's remuneration, once approved, will not exceed the Fees Estimate figure shown above, subject to any subsequent increase or increases to the Fees Estimate as may be agreed by those entitled to do so (e.g. creditors);
- On present information and subject to current assumptions, the Office-holder does not anticipate seeking further approval (i.e. seek an increase to any approved Fees Estimate);
- It is assumed that realisations will be sufficient to meet the remuneration, but otherwise the remuneration will be limited to the funds available.

EXPENSES (Office-Holder's disbursements and payments to third parties)

- The Office-holder's remuneration does not include "Expenses", i.e. disbursements and payments to third parties, and the Fees Estimate does not relate to such items. However, details of the Expenses expected, or likely, to be incurred are, as is required, disclosed below:

Insurance of Assets and Bond Premium (Bordereau - statutory insurance of estate assets & funds)
Advertising in London Gazette and, if applicable, elsewhere
Postage, Photocopying, Stationery, Mileage, Software costs, upload costs, Storage

Estimated minimum expenses £
75
207
250
£532

Mark Downs Building Services Ltd In Creditors Voluntary Liquidation

Re: Annual Progress Report dated 11 May 2023

Work category and sub-category	WORK COMPLETED Why work required and (as applicable) Statutory requirement / benefit to creditors	WORK ONGOING Why work required and (as applicable) Statutory requirement / benefit to creditors	FUTURE WORK Why work required and (as applicable) Statutory requirement / benefit to creditors
Steps on Appointment Bond/Bank or ISA/Handover IDS set-up or further set-up Companies House/ Adverts Initial Notices/report to Creditors & others	Statutory Insurance of case assets / funds; Opening Liquidation bank account Case management entries on Insolvency software Statutory post-appointment filing at Companies House Statutory post-appointment advertising in London Gazette Informing creditors and others of Liquidator's appointment, including report on creditors meeting / decision process		
Asset Realisations (other than Debtors?) Cash in Hand of Accountants	Realising in Liquidation		
Debtors Realisation of debtor balances	Correspondence with debtor, agreeing payment due Dealing with funds received Queries and disputes		
Creditors & Distributions Advertising Noting of agreement of claims Queries and disputes Dividends	Processing creditors' claims to date as necessary Processing queries or disputes regarding claims to date	Reviewing claim as required	Statutory Gazette notices re possible claims Processing claims from creditors received in future Processing queries or disputes in future Future calculation and payment of distribution to creditors
Prescribed Part	Prescribed part confirmed not to apply		
Committee Meeting & Reporting	Rules require a Decision Process includes an Invitation to form a Liquidation Committee Creditors etc advised no Committee established to date	Rules require a Decision Process includes an Invitation to form a Liquidation Committee If Committee established; Reports and Meetings	Rules require a Decision Process includes an Invitation to form a Liquidation Committee If Committee established; Reports and Meetings
HM Revenue & Customs VAT769 to HMRC Pre-appoint VAT returns PAYE/RTI and CIS matters Receiving HMRC ICJU proof of debt Post-appoint VAT returns	Statutory notification of appointment to HMRC If any returns to be dealt with and if possible - to confirm sums owed to HMRC		If any returns to be dealt with and if possible - to confirm the VAT payment or repayment Position of HMRC re the company Final overall HMRC claim if required VAT on Liquidation transactions including recovery of VAT on Insolvency costs
Employees Employees claims & RPS Direct employee claims Pension scheme enquiries	Contact with and claim from Redundancy Payments Service Contact with employees re Redundancy Payments Service Statutory notifications and standard enquiries Not applicable - trading ceased pre-Insolvency		Excess claims from Employees for sums beyond RPS limits
Trading			
Investigations Recovery and examination of records Re antecedent transactions CDDA Questionnaires - Issue & responses	Statutory duty to Investigate No issues identified Director questionnaires issued to directors, all returned		

Mark Downs Building Services Ltd in Creditors Voluntary Liquidation

Re: Annual Progress Report dated 11 May 2023

Work category and sub-category	WORK COMPLETED Why work required and (as applicable) Statutory - fulfilment / benefit to creditors	WORK ONGOING Why work required and (as applicable) Statutory - fulfilment / benefit to creditors	FUTURE WORK Why work required and (as applicable) Statutory - fulfilment / benefit to creditors
Report to Insolvency Service	Confidential report on director conduct submitted		
Cashiering Function			
Bank statements, reconciliations	Statutory requirement to maintain and reconcile Liquidation estate transactions as above	Statutory requirement to maintain and reconcile Liquidation estate transactions as above	Statutory requirement to maintain and reconcile Liquidation estate transactions as above
Processing receipts and payments			
Interest, account closure			
Planning & Review			
Strategy	Overview of direction of case, planning of outcome & potential benefit to creditors	Ongoing review of case strategy to ensure realisations maximised	Assess strategy for case closure
Regular case reviews	Monitoring of case progress, planning of outcome & potential benefit to creditors	Monitoring of case progress, planning of outcome & potential benefit to creditors	Monitoring of case progress, planning of outcome & potential benefit to creditors
Statutory Reporting & Case closure			
Securing approval of fees	Creditors (if no Committee) required to approve fees basis and drawing	Creditors (if no Committee) required to approve fees basis and drawing	Statutory requirement - annual reporting to creditors and members (at anniversary of appointment)
Progress Reports	Statutory requirement - annual reporting to creditors and members (at anniversary of appointment)	Statutory requirement - annual reporting to creditors and members (at anniversary of appointment)	Statutory requirement - annual reporting to creditors and members (at anniversary of appointment)
Final Reporting			Statutory requirement - final reporting to creditors & members as to outcome of Liquidation
Closing formalities			Statutory requirement - Notice of Completion etc to Companies House leading to release of Liquidator

NOTE RE: CREDITORS' GUIDE TO INSOLVENCY PRACTITIONERS FEES

ACCESS TO GUIDE

The relevant "Creditors' Guide" to Insolvency Practitioners Fees may be accessed via the TC Bulley Davey Limited website, using the following link: <https://www.tc-group.com/services/insolvency-factsheets/>. If you require a printed copy of the Creditors' Guide applicable to the case to which these papers relate, one may be requested by contacting: TC Bulley Davey Limited, Business Recovery & Insolvency Specialists, «F_Addr_C»

R3, the UK Insolvency trade body, provides information for creditors about Insolvency processes in its "Creditor Insolvency Guide" website at <http://www.creditorinsolvencyguide.co.uk/>

Additional Information

TC BULLEY DAVEY LIMITED CHARGING OUT RATES

The hourly rates of TC Bulley Davey Limited for insolvency work, applicable to the periods below, are:-

	From 05.11.21	From 01.04.23
Directors	£260	£270
Senior Managers	£240	£245
Managers	£160	£165
Seniors	£135	£140
Semi-Senior	£85	£85
Secretarial	£65	£65
where charged		
Junior	£70	£70
Other	£25	£25

The above rates are subject to an uplift of not more than fifty percent to reflect the complexity and difficulty of any matter, or any responsibility of an exceptional kind or degree which falls on the Practitioner in connection with the matter. We record time units of 6 minutes.

ADDENDUM TO CREDITORS' GUIDE TO FEES – EXPENSES OR DISBURSEMENTS

In accordance with Statement of Insolvency Practice Number 9 the basis of expenses allocation in respect of expenses incurred by the Office Holder in connection with the administration of the Estate must be fully disclosed to creditors. Expenses are categorised as either Category 1, being expenses directly referable to a third party, e.g. statutory advertising, software licensing, online information uploads, external meeting room hire, specific bond insurance and courier costs, or Category 2, being expenses incurred by the firm and recharged to the estate, which may include a profit element, e.g. boxes, storage, searches and physical creditor meeting costs. This will also include payments to any associates of the Office Holder.

Category 1 expenses are recoverable in full from the Estate without the prior approval of creditors. Category 2 expenses are recoverable in full from the Estate, subject to the basis of expenses allocation being approved by creditors in advance of recovery.

Category 2 expenses are proposed to be recovered as follows:

Postage	actual cost (circulars only)
Photocopying	10p per sheet (circulars only)
Storage boxes	£10 per box
Storage charges	15p per box per week
Records destruction costs	£10 per box
Mileage	50p per mile
Travel and subsistence costs	actual cost
Companies House search	£5 per document / item
Land Registry search	£10 per document / item
Physical Meeting (e.g. Creditors) – facilities use on TC Bulley Davey Limited premises	£100 per meeting

Any payment of Expenses to associates of the Office Holder will be based on the associate's normal charge out rates and will be fully disclosed in the Office Holder's next report.

TC Bulley Davey Limited Disbursements rates / figures above as at – 01.04.2023

RE: MARK DOWNS BUILDING SERVICES LTD

CREDITORS' VOLUNTARY LIQUIDATION

Date of Resolution for voluntary liquidation: 15 March 2022

1	Name of Creditor (If a company please also give company registration number)	
2	Address of Creditor for correspondence (and any reference, account number or agreement number by which the debt may be identified)	
3	E-mail address of creditor for correspondence	
4	Total amount of claim, including any Value Added Tax and outstanding uncapitalised interest as at the date the company went into liquidation	£
5	Details of any documents by reference to which the debt can be substantiated. (Note: There is no need to attach them now but the Liquidator may call for any document or evidence to substantiate the claim at his discretion, as may the chairman or convenor of any meeting.)	
6	Bank details for dividend payments (account number, sort code, account name & reference)	
7	If the amount in 3 above includes outstanding uncapitalised interest please state the amount	£
8	Particulars of how and when debt incurred (If you need more space append a continuation sheet to this form)	
9	Particulars of any security held, the value of the security, and the date it was given	
10	Particulars of any reservation of title claimed, in respect of goods supplied to which the claim relates	
11	<p>Signature of creditor or person authorised to act on creditor's behalf</p> <p>Name in BLOCK LETTERS</p> <p>Position with or relation to creditor</p> <p>Address of person signing (if different from 2 above)</p>	
For Liquidator's use		For Liquidator's use
Admitted to vote for:		Admitted for dividend for:
£		£
Date:		Date:
Liquidator		Liquidator

Further Information for Creditors

Liquidator's Fees

The company number for TC Bulley Davey Limited is 6553553. The Registered Office is at 6 North Street, Oundle, Northamptonshire, PE8 4AL and the VAT registration for the company is 864 4370 11. I, Michael James Gregson, am a Director of the Company and am a Licensed Insolvency Practitioner, authorised to act in the UK by the Insolvency Practitioners Association (IPA).

As a licensed insolvency practitioner, I am subject to the Insolvency Code of Ethics and expected to act in accordance with Statements of Insolvency Practice (SIPs) issued by the several licensing bodies, which supplement my statutory obligations under, primarily, the Insolvency Act 1986 and the Insolvency (England and Wales) Rules 2016. SIPs can be accessed from various sources including the insolvency trade body, R3 (the Association of Business Recovery Professionals). R3's website is at <https://www.r3.org.uk/what-we-do/publications/professional/fees> and SIPs are within the Technical Library section, as are links to other items such as Creditors Guides (to Insolvency Practitioners Fees). Creditors Guides, including the Insolvency Code of Ethics and that applicable to the fees of Liquidators, may also be obtained from TC Bulley Davey Limited's website:

<https://www.tc-group.com/services/insolvency-factsheets/>

Creditors may also find details of the TC Bulley Davey Limited Privacy Policy on the firm's website at:

<https://www.tc-group.com/privacypolicy/>.

Hard copies of any documents referred to here can be obtained on request.

Right to Request 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 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 creditors (including the creditor in question), apply to court to challenge the amount and/or basis of the Liquidator's fees and the amount of any proposed expenses or expenses already incurred, within 8 weeks of receipt of this report. Any secured creditor may make a similar application to court within the same time limit.

Complaints Policy

At TC Bulley Davey Limited we always strive to provide a professional and efficient service, however we recognise that it is in the nature of insolvency proceedings for disputes to arise from time to time. If you should have cause to complain about the way that we have acted, details of TC Bulley Davey Limited's complaints policy can be found at:

[https://www.tc-group.com/wp-content/uploads/2021/11/TC_BulleyDavey - Client Guide Complaints Procedure v1.1.. df](https://www.tc-group.com/wp-content/uploads/2021/11/TC_BulleyDavey_-_Client_Guide_Complaints_Procedure_v1.1.._df)

Most disputes can be resolved amicably either through the provision of further information or following negotiations. However, in the event that you have exhausted our complaints procedure and you are not satisfied that your complaint has been resolved or dealt with appropriately, you may complain to the regulatory body that licenses the insolvency practitioner concerned. Any such complaints should be addressed by email to www.gov.uk/complain-about-insolvency-practitioner.

If the Insolvency Service considers a complaint merits further consideration it will refer it to the appropriate regulatory body that licences the Insolvency Practitioner concerned.

MARK DOWNS BUILDING SERVICES LTD
In Creditors' Voluntary Liquidation

NOTICE – Use of Website to deliver documents
Rules 1.50 and 1.51 of the Insolvency (England and Wales) Rules 2016

Notice to Creditors & Members

Future documents issued by the Liquidator, i.e. future annual progress reports and, in due course, a final account (final report), will be uploaded to TC Bulley Davey Limited's reports website. The web address and access code are:-

Web address: <https://bulleydavey.insolvencydata.co.uk>

Key Code: XQTSRSA

Please note - No letters will be issued advising that such future reports have been uploaded.

Creditors and Members may request, from the Liquidator (details below), a hard copy of any document already uploaded, and future documents as will be uploaded, to Bulley Davey's reports website.

Contact: M J Gregson, TC Bulley Davey Limited, Brightfield Business Hub, Bakewell Road, Orton Southgate, Peterborough, PE2 6XU

Phone 01733 569494, e-mail denisegordon@tc-group.com

Rules 1.50 and 1.51 are reproduced in full below.

General use of website to deliver documents

1.50.—(1) *The office-holder may deliver a notice to each person to whom a document will be required to be delivered in the insolvency proceedings which contains—*

(a) a statement that future documents in the proceedings other than those mentioned in paragraph (2) will be made available for viewing and downloading on a website without notice to the recipient and that the office-holder will not be obliged to deliver any such documents to the recipient of the notice unless it is requested by that person;

(b) a telephone number, email address and postal address which may be used to make a request for a hard copy of a document;

(c) a statement that the recipient of the notice may at any time request a hard copy of any or all of the following—

(i) all documents currently available for viewing on the website,

(ii) all future documents which may be made available there, and

(d) the address of the website, any password required to view and download a relevant document from that site.

(2) *A statement under paragraph (1)(a) does not apply to the following documents—*

(a) a document for which personal delivery is required;

(b) a notice under rule 14.29 of intention to declare a dividend; and

(c) a document which is not delivered generally.

(3) *A document is delivered generally if it is delivered to some or all of the following classes of persons—*

(a) members,

(b) contributories,

(c) creditors;

(d) any class of members, contributories or creditors.

(4) An office-holder who has delivered a notice under paragraph (1) is under no obligation—

(a) to notify a person to whom the notice has been delivered when a document to which the notice applies has been made available on the website; or

(b) to deliver a hard copy of such a document unless a request is received under paragraph (1)(c).

(5) An office-holder who receives such a request—

(a) in respect of a document which is already available on the website must deliver a hard copy of the document to the recipient free of charge within five business days of receipt of the request; and

(b) in respect of all future documents must deliver each such document in accordance with the requirements for delivery of such a document in the Act and these Rules.

(6) A document to which a statement under paragraph (1)(a) applies must—

(a) remain available on the website for the period required by rule 1.51; and

(b) must be in such a format as to enable it to be downloaded within a reasonable time of an electronic request being made for it to be downloaded.

(7) A document which is delivered to a person by means of a website in accordance with this rule, is deemed to have been delivered—

(a) when the relevant document was first made available on the website; or

(b) if later, when the notice under paragraph (1) was delivered to that person.

(8) Paragraph (7) does not apply in respect of a person who has made a request under paragraph (1)(c)(ii) for hard copies of all future documents.

Retention period for documents made available on websites

1.51.—(1) This rule applies to a document which is made available on a website under rules 1.49, 1.50, 2.25(6) (notice of the result of the consideration of a proposal for a CVA), 3.54(3) (notice of an extension to an administration) and 8.22(4) (notice of the result of the consideration of a proposal for an IVA).

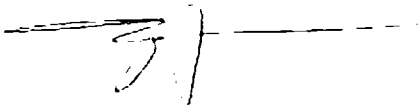
(2) Such a document must continue to be made available on the website until two months after the end of the particular insolvency proceedings or the release of the last person to hold office as the office-holder in those proceedings.

Documents also filed at Companies House

Please note that the Liquidator is required to file copies of annual progress reports and final accounts at Companies House (the Registrar of Companies). Such filed documents can therefore also be accessed, free of charge, via the Companies House website:

<https://www.gov.uk/government/organisations/companies-house>

Dated 11 May 2023



Michael James Gregson

Liquidator of Mark Downs Building Services Ltd