

LIQ03

Notice of progress report in voluntary winding up



Companies House

FRIDAY



A23 *A7GF4XF6* 12/10/2018 #127
COMPANIES HOUSE

1 Company details

Company number 0 9 2 9 0 7 9 5
Company name in full HARINA (BOURNEMOUTH) LIMITED

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

2 Liquidator's name

Full forename(s) JAMES STEPHEN
Surname PRETTY

3 Liquidator's address

Building name/number 99
Street LEIGH ROAD
Post town SO50 9DR
County/Region HAMPSHIRE
Postcode S 0 5 0 9 D R
Country UNITED KINGDOM

4 Liquidator's name ①

Full forename(s)
Surname

① Other liquidator
Use this section to tell us about
another liquidator.

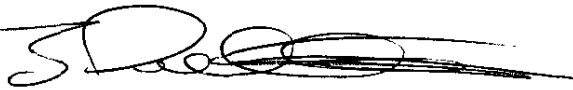
5 Liquidator's address ②

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	0	d	7	m	0	m	9	y	2	y	0	y	1	y	7
To date	d	0	d	6	m	0	m	9	y	2	y	0	y	1	y	8
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	2	d	5	m	0	m	9	y	2	y	0	y	1	y	8

HARINA (BOURNEMOUTH) LIMITED
CREDITORS' VOLUNTARY LIQUIDATION

ANNUAL PROGRESS REPORT

Content

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- Appendix 3: Notice of No Dividend
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Harina (Bournemouth) Limited ("the Company")
Creditors' Voluntary Liquidation ("CVL")
Registered number: 09290795
Liquidators' Progress Report for the period from 07.09.2017 to 06.09.2018

I, James Stephen Pretty, of Beacon, am the Liquidator of the Company and this is my third progress report concerning the liquidation of the Company.

Key highlights of this report

A summary of the key information contained within this report is as follows:

- Assets realised total £650.26
- No creditors' claims have been paid
- No Distributions in Specie have been paid to members
- No cash distributions have been paid to members
- Liquidators remuneration was approved by creditors on a time cost basis at the meeting of creditors held on 7 September 2015, of which Nil has been drawn

Appendices

The following appendices are attached which should be read in conjunction with this report:

- Appendix 1 – Statutory Information
- Appendix 2 – Receipts and Payments Account (receipts and payments are shown net of VAT)
- Appendix 3 – Notice of No Dividend
- Appendix 4 – Summary of Liquidator's Activities
- Appendix 5 – SIP 9 Time Cost Analysis
- Appendix 6 – Category 1 and 2 Disbursements

1. LIQUIDATORS' ACTIONS DURING THE PERIOD

During the liquidation, I have realised the following Company assets:

1.1. Book Debts

At the date of liquidation, there were debts due to the Company with a book value of £2,990.00. To date, funds totalling £650.00 have been received and, due to the debtor ledger and copy invoices maintained by the Director being of poor quality, no further realisation in respect of this will be possible

1.2. Bank Interest

The Liquidation funds held at an account with Metro Bank Plc have received £0.26 in respect of interest.

1.3. Unrealisable assets

No assets have proved to be unrealisable although, as detailed above, the amount realised in respect of book debtors was significantly less than anticipated.

2. CREDITORS CLAIMS AND DISTRIBUTIONS

2.1. Preferential creditors

The estimated Statement of Affairs detailed a preferential creditor of £970.00 in respect of an employee claim. I would advise that the employee claim was rejected by the Redundancy Payments Office.

2.2. Unsecured creditors

The Statement of Affairs estimated the following unsecured creditor claims:

Creditor	£ Claims
HM Revenue & Customs	750
Trade & Expense Creditors	3,100
Employee Claim	<u>300</u>
	4,150

The following claims have been lodged in the Liquidation;

Creditor	£ Claims
HM Revenue & Customs	-
Trade & Expense Creditors	1,418.30
Employee Claim	<u>-</u>
	1,418.30

There are insufficient funds to make a payment to unsecured creditors in this matter. As such, I have not taken steps to agree creditor claims.

2.3. Distributions to Members

There have been insufficient funds to make a payment to the members in this matter.

2.4. Small claim scheme

From April 2017, I have had the discretion to admit claims from creditors under £1,000 without receiving a proof of debt.

I can confirm that no claims have been admitted under the small claims provisions, due to insufficient funds being available to make a distribution to creditors.

2.5. Distribution prospects

According to the respective Insolvency Rules I can confirm that as a consequence of the monies available in the Company's estate, there shall be no distribution to creditors in this matter.

2.6 Notice of No Dividend

In accordance with Rule 14.36 of the Insolvency (England & Wales) Rules 2016, I attach at Appendix 3 a Notice in respect of my declaration that no dividend will be declared in the Liquidation.

3. INVESTIGATION

I can confirm that in accordance with my statutory duties, a report on the conduct of the directors has been submitted to the Conduct & Complaints Team of the Department of Business, Innovation & Skills ("BIS", previously DTI). The contents of that report are confidential.

4. LIQUIDATION COSTS

Unless stated otherwise, the basis of the Liquidators remuneration was considered and approved by creditors on 7 September 2015.

4.1. Pre Appointment Costs

This firm's fee in relation to assistance provided with the preparation of the director's Statement of Affairs, and placing the Company in liquidation, was fixed at £2,250.00 plus VAT and disbursements.

This fee has been partially paid, as detailed within the receipt and payments account.

I can confirm that no payment was made to another party for their assistance in preparing the Statement of Affairs, or in regard to the liquidation generally.

4.2. Liquidators' Remuneration

Numerous activities have been undertaken by ourselves and our staff in dealing with the liquidation. A number of tasks are generic to every liquidation and a summarised list of these activities is attached at Appendix 4 for your information.

Details of our remuneration are set out below. You may also find it useful to read "A guide to Liquidators' fees" which can be downloaded from The R3 website at <https://www.r3.org.uk/what-we-do/publications/professional/statements-of-insolvency-practice/e-and-w/sip-9-list>. Kindly ensure that you download the correct version for the date of appointment.

Alternatively, please contact my office and I will arrange for a hard copy to be sent to you if you would prefer.

My remuneration was approved via a resolution on a time cost basis. Fees accrued for the period 07.09.2016 to 06.09.2017 total £1,392.50 being 6.50 hours with an average hourly rate of £214.23 per hour.

Fees accrued for the period 07.09.2017 to 06.09.2018 total £634.00, being 5.6 hours at an average hourly rate of £113.21 per hour.

A breakdown of the time costs incurred is attached at Appendix 5.

Fees accrued for the entire period 07.09.2015 to 06.09.2018 total £4,311.50, being 23.70 hours with an average hourly rate of £181.92 per hour. I can confirm that due to insufficient realisations, no post appointment fee has drawn to date.

4.3. Future Remuneration

Due to the level of realisations into the liquidation, it will be necessary to write off all the post appointment fees which have been incurred.

It is anticipated that future fees shall accrue during the course of the liquidation as follows:

- In preparing and distributing the final report to creditors, prior to the closure of the liquidation.
- I anticipate that the future work required will take approximately 5 hours at a total cost of £1,200.00.

4.4. Disbursements

A detailed explanation of category 1 and category 2 disbursements, is set out at Appendix 6.

Category 1 disbursements are those that are directly attributable to a third party invoice. The category 1 disbursements incurred and paid are set out in the table below.

Disbursement	£
Specific Penalty Bond	40.00
Statutory Advertising	338.40

Category 2 disbursements are those that are based upon an estimate or an internally set rate. It is our policy not to charge category 2 disbursements.

4.5. Professional Advisors

It has not been necessary to use professional advisors in this matter.

4.6. Creditors' further information

If you require any further information with regard to any aspect of this report or our fees and expenses, please do not hesitate to contact this office and we shall do our best to assist you. Any request must be made in writing within 21 days of receipt of the report (or 7 business days where the report has been prepared for the purposes of a meeting to receive my resignation).

I must provide this information within 14 days of the request, unless it is considered that:

- the time and cost involved in preparing the information would be excessive;
- disclosure would be prejudicial to the conduct of the liquidation or might be expected to lead to violence against any person; or
- I am subject to an obligation of confidentiality in relation to the information requested, in which case I must give the reasons for not providing the information.

If you are not satisfied with my response, you have the right to request further information by either:

- an application granting permission by the court; or
- by any secured creditor, or by any unsecured creditor provided at least 10% in value of unsecured creditors agree, (or they have the permission of the court).

Any such application to court must be made within 8 weeks of the applicant receiving the progress report in which the charging of the remuneration or incurring of the expenses in question is first reported.

If the court does not dismiss the application (which it may if it considers that insufficient cause is shown) the applicant must give me a copy of the application and supporting evidence at least 14 days before the hearing.

5. EC REGULATIONS

The Company's centre of main interest was in Bournemouth, Dorset and therefore it is considered that the EC Regulations will apply. These proceedings are main proceedings as defined in Article 3 of the EC Regulation.

6. ETHICAL ISSUES AND COMPLAINTS

At Beacon 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. As such, should you have any comments or complaints regarding the administration of this case you should contact James Pretty, Beacon, 99 Leigh Road, Eastleigh, Hampshire SO50 9DR. This will formally invoke our complaints procedure and we will endeavour to deal with your complaint under the supervision of an insolvency practitioner unconnected with the appointment.

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 licences the insolvency practitioner concerned. Any such complaints should be addressed to The Insolvency Service, IP Complaints, 3rd Floor, 1 City Walk, Leeds, LS11 9DA, and you can make a submission using an on-line form available at www.gov.uk/complain-about-insolvency-practitioner; or you can email insolvency.enquiryline@insolvency.gsi.gov.uk; or you may phone 0300 678 0015 - calls are

Harina (Bournemouth) Limited– in Liquidation
Annual Progress report

charged at up to 9p per minute from a land line, or for mobiles, between 8p and 40p per minute if you are calling from the UK.

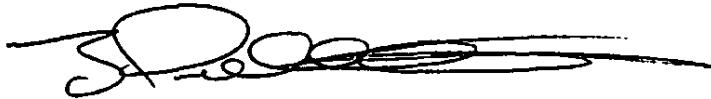
As an Insolvency Practitioner I am bound by the Insolvency Code of Ethics when carrying out all professional work relating to this and any other insolvency appointment. My regulators, the Insolvency Practitioners Association ("IPA"), have published a guide to the Code of Ethics. A copy of this guide is available online at: <http://www.insolvency-practitioners.org.uk/regulation-and-guidance/a-guide-to-the-ipa-ethics-code>

7. CONCLUSION

I will now take steps to draft the final report and close the liquidation. I anticipate the liquidation being closed within the next four to five months. As detailed above, there are insufficient funds to enable a distribution to creditors to be paid.

Should you have any queries in respect of the above, please contact Lucy Andrews on 023 8065 1441 or via email at lucy@beaconllp.com.

Yours faithfully



James Pretty
Liquidator

05 September 2018

Harina (Bournemouth) Limited - Statutory Information**Company Details**

Company Name:	Harina (Bournemouth) Limited
Previous Name:	N/A
Company Number:	09290795
Date of Incorporation:	31 October 2014
Principal Trading Activity:	Bakery
Trading Address:	166 Tuckton Road, Tuckton, Bournemouth, Dorset BH6 3JX
Current Registered Office:	99 Leigh Road, Eastleigh, Hampshire SO50 9DR
Former Registered Office:	1 Market Hill, Calne, Wiltshire SN11 0BT

Appointment Details

Liquidator:	James Stephen Pretty
Address:	Beacon LIP Ltd, 99 Leigh Road, Eastleigh, Hampshire SO50 9DR
Date of Appointment:	7 September 2015
Appointment made by:	Members & Creditors
Actions of Joint Liquidators:	N/A
Former Liquidator:	N/A

**LIQUIDATOR'S ANNUAL RECEIPTS AND PAYMENTS ACCOUNT
FOR THE PERIOD 7 SEPTEMBER 2015 TO 6 SEPTEMBER 2018**

<i>Statement of Affairs</i>	07.09.2015 to 08.09.2016	07.09.2016 to 06.09.2017	07.09.2017 to 06.09.2018	TOTAL
£	£	£	£	£
ASSET REALISATIONS				
2,990	650.00	-	-	650.00
-	0.26	-	-	0.26
-	-	-	-	-
	650.26	-	-	650.26
COSTS OF REALISATIONS				
2,990	(170.00)	-	-	(170.00)
-	-	-	-	-
-	(40.00)	-	-	(40.00)
-	(338.40)	-	-	(338.40)
-	(0.06)	-	-	(0.06)
-	(101.68)	-	-	(101.68)
	(650.14)	-	-	(650.14)
PREFERENTIAL CREDITORS				
(970)	Nil	Nil	Nil	Nil
UNSECURED CREDITORS				
(750)	Nil	Nil	Nil	Nil
(3,100)	Nil	Nil	Nil	Nil
(300)	Nil	Nil	Nil	Nil
SHAREHOLDERS				
(2,000)	Nil	Nil	Nil	Nil
(4,130)	0.12	-	-	0.12
REPRESENTED BY				
				0.12

Harina (Bournemouth) Limited ("the Company")
Creditors' Voluntary Liquidation
Review period: 07.09.2017 to 06.09.2018

Below is detailed information about the tasks undertaken by the Liquidator and his staff.

GENERAL DESCRIPTION	INCLUDES
Statutory and General Administration	
Statutory/advertising	Filing of documents to meet statutory requirements including annual receipts and payments accounts Annual corporation tax returns Quarterly VAT returns Advertising in accordance with statutory requirements Bonding the case for the value of the assets
Document maintenance/file review/checklist	Filing of documents Periodic file reviews documenting strategy Periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards Maintenance of statutory and case progression task lists/diaries Updating checklists
Bank account administration	Preparing correspondence opening and closing accounts Requesting bank statements Bank account reconciliations Correspondence with bank regarding specific transfers Maintenance of the estate cash book Banking remittances and issuing cheques/BACS payments
Planning / Review	Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case
Books and records / storage	Dealing with records in storage Sending job files to storage
Pension scheme	Identifying whether there is a pension scheme Submitting the relevant notices if a pension scheme is identified Instructing agents to wind up any pension scheme Liaising and providing information to be able to finalise winding up the pension scheme
Reports	Circulating initial report to creditors upon appointment Preparing annual progress report, investigation, meeting and general reports to creditors Disclosure of sales to connected parties Circulating final report to creditors
Meeting of Creditors	Preparation of meeting notices, proxies/voting forms and advertisements notice of meeting to all known creditors Collate and examine proofs and proxies/votes to decide on resolutions Preparation of meeting file, including agenda, certificate of postage, attendance register, list of creditors, reports to creditors, advertisement of meeting and draft minutes of meeting. Responding to queries and questions following meeting Issuing notice of result of meeting.
Investigations	
SIP 2 Review	Collection and making an inventory of company books and records Correspondence to request information on the company's dealings, making further enquiries of third parties Reviewing questionnaires submitted by creditors and directors Reconstruction of financial affairs of the company Reviewing company's books and records Preparation of deficiency statement Review of specific transactions and liaising with directors regarding certain transactions Liaising with the committee/creditors or major creditors about further action to be taken

GENERAL DESCRIPTION	INCLUDES
Statutory reporting on conduct of director(s)	<ul style="list-style-type: none"> Preparing statutory investigation reports Liaising with Insolvency Service Submission of report with the Insolvency Service Preparation and submission of supplementary report if required Assisting the Insolvency Service with its investigations
Examinations	<ul style="list-style-type: none"> Preparing brief to solicitor Liaising with solicitor(s) regarding examinations Attendance at examination Reviewing examination transcripts Liaising with solicitor(s) regarding outcome of examinations and further actions available
Litigation / Recoveries	<ul style="list-style-type: none"> Strategy meeting regarding litigation Seeking funding from creditors Reviewing terms of solicitors' conditional fee agreements Preparing brief to solicitors/Counsel Liaising with solicitors regarding recovery actions Dealing with ATE insurers Attending to negotiations Attending to settlement matters
Realisation of Assets	
Debtors	<ul style="list-style-type: none"> Collecting supporting documentation Correspondence with debtors Reviewing and assessing debtors' ledgers Receiving updates from factoring companies and liaising reassignment of ledger Liaising with debt collectors and solicitors Agreeing debt collection agency agreements Dealing with disputes, including communicating with directors/former staff Pursuing credit insurance claims Submitting VAT bad debt relief claims
Other assets: motor vehicles, intangibles, intellectual property, VAT/corporation tax refunds, Insurance claims	<ul style="list-style-type: none"> Liaising with agents to agree disposal strategy Dealing with potential purchasers Negotiating sales Liaising with solicitors to agree sales Collecting sales consideration Liaising with insurance companies and directors to pursue claims Examining company records to support tax refunds Exchanges with government departments
Insurance	<ul style="list-style-type: none"> Identification of potential issues requiring attention of insurance specialists Correspondence with insurer regarding initial and ongoing insurance requirements Reviewing insurance policies Correspondence with previous brokers
Trading	
Management of operations	<ul style="list-style-type: none"> Analysing work in progress Liaising with suppliers to secure supplies and credit terms Negotiating with ransom creditors Establishing new accounts with utility providers Ensuring security of premises, computer system, equipment and stock Liaising with customers to confirm orders and secure undertakings Liaising with management and staff Site Supervision Authorising purchase orders Maintaining purchase order registry Preparing and authorising receipt vouchers Preparing and authorising payment vouchers Liaising with RPO and Job Centre Plus regarding redundancies Arranging new PAYE scheme with HMRC and submitting online payroll returns Concluding payroll and issuing forms P45 when trading ceases Liaising with Pensions regulator regarding auto-enrolment Collecting sales ledger
Accounting for trading	<ul style="list-style-type: none"> Reviewing company's budgets and financial statements Preparing budgets Preparing weekly financial reports

GENERAL DESCRIPTION	INCLUDES
	Finalising trading profit or loss Trading strategy review VAT returns
Creditors and Distributions	
Creditor Communication	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via facsimile, email and post Assisting employees to pursue claims via the RPO Corresponding with the PPF and the Pensions Regulator
Dealing with proofs of debt	Receiving and filing POD when not related to a dividend Corresponding with RPO regarding POD when not related to a dividend
Processing proofs of debt	Preparation of correspondence to potential creditors inviting submission of POD Receipt of POD Adjudicating POD Request further information from claimants regarding POD Preparation of correspondence to claimant advising outcome of adjudication Seeking solicitors' advice on the validity of secured creditors' claims and other complex claims
Dividend procedures	Agreeing allocation of realisations and costs between fixed and floating charges Paying distribution to secured creditors and seeking confirmation of discharged claims Preparation of correspondence to creditors advising of intention to declare distribution Advertisement of notice of proposed distribution Preparation of distribution calculation Preparation of correspondence to creditors announcing declaration of distribution Preparation of cheques/BACS to pay distribution Preparation of correspondence to creditors enclosing payment of distribution Seeking unique tax reference from HMRC, submitting information on PAYE/NI deductions from employee distributions and paying over to HMRC Dealing with unclaimed dividends

Current Charge-out Rates for the firm

Time charging policy

Support staff include cashier, secretarial and administration support.

The minimum unit of time recorded is 6 minutes.

Staff	Charge out rates £
Insolvency Practitioner/Partners	325.00
Directors	300.00
Senior Manager	275.00
Manager	250.00
Assistant Manager	190.00
Senior Administrator	190.00
Administrator	160.00
Junior Administrator	140.00
Secretarial/Administration support staff	80.00

Total Hours Costs to date

	Total Hours	Time Cost (£)	Average Hourly Rate £
Biff (up to 06.09.2017)	18.10	3,577.50	203.18
In the period	5.60	634.00	113.21
C/f	23.70	4,311.50	181.92

Time charged by Liquidator for the period 07 September 2017 to 05 September 2018

Work Function	Partner / IP		Director		Senior Manager		Manager / Senior Administrator		Administrator		Support Staff		Total Hours	Total Time Cost	Average Hourly Rate
	Hours	Time Costs	Hours	Time Costs	Hours	Time Costs	Hours	Time Costs	Hours	Time Costs	Hours	Time Costs			
Administration and Planning	-	-	-	-	-	-	-	-	2.60	364.00	3.00	270.00	5.60	634.00	113.21
Investigations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Asset Realisation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Creditors/Director	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-	2.60	364.00	3.00	270.00	5.60	634.00	113.21

Time Cost Analysis - Examples of Routine Work

- Administration and Planning
- Preparing the documentation and dealing with the formalities of appointment
 - Statutory notifications and advertising
 - Preparing documentation required
 - Dealing with all routine correspondence
 - Maintaining physical case files and electronic case details on IPS
 - Review and storage
 - Case bordereau
 - Case planning and administration
 - Preparing reports to members and creditors
 - Convening and holding meetings of members and creditors.

- Cashiering
- Maintaining and managing the Liquidators' cashbook and bank account
 - Ensuring statutory lodgements and tax lodgement obligations are met.

- Creditors
- Dealing with creditor correspondence and telephone conversations.
 - Preparing reports to creditors.
 - Maintaining creditor information.
 - Reviewing and adjudicating on proofs of debt received from creditors.

- Investigations
- Review and storage of books and records.
 - Preparing a return pursuant to the Company Directors Disqualification Act.
 - Conducting investigations into suspicious transactions.
 - Review books and records to identify any transactions or actions a Liquidator may take against a third party in order to recover funds for the benefit of creditors.

- Realisation of Assets
- Corresponding with debtors and attempting to collect outstanding book debts.
 - Laising with the Company's bank regarding the closure of the account.

Category 1 and 2 Disbursements

Disbursements are categorised as either Category 1 or Category 2.

Category 1

Category 1 disbursements are clearly identifiable third party costs that are directly attributable to the case. Occasionally these disbursements are paid by Beacon LIP Ltd and then recharged to the case, usually when there are insufficient funds within the case to pay the disbursement at the time it falls due. Specific approval from creditors is not required for Category 1 disbursements.

Typical examples of Category 1 disbursements are:

- Postage
- Advertising
- Insurance
- Travel costs
- External room hire
- Document storage

Category 2

Category 2 disbursements are estimated or shared costs which may include some internal recharges from Beacon LIP Ltd. It is likely that it is not possible, or too costly, to calculate the exact cost and an estimate is therefore used. These disbursements can be paid from the case if the basis of the charge has been approved by creditors.

Typical examples of Category 2 disbursements are:

- Photocopying
- Internal room hire
- Stationery