

**UHH Computer Consultants Limited – in Creditors' Voluntary Liquidation  
Liquidator's Progress Report to Creditors and Members  
For the year ending 15/02/2015**

**STATUTORY INFORMATION**

Company name: UHH Computer Consultants Limited

Registered office: 2 Nelson Street, Southend-on-Sea, Essex, SS1 1EF, United Kingdom

Former registered office: 15 Brantwood Gardens, Ilford, Essex, IG4 5LG, United Kingdom

Registered number: 06184262

Liquidator's name: Deborah Ann Cockerton

Liquidator's address: 2 Nelson Street, Southend-on-Sea, Essex, SS1 1EF, United Kingdom

Liquidator's date of appointment: 16/02/2015

**LIQUIDATOR'S ACTIONS SINCE APPOINTMENT**

Since my appointment as Liquidator of the Company, I have complied with my statutory duties and filed the relevant forms with the Registrar of Companies in respect of the Liquidation. I have also advertised my appointment as Liquidator and advertised the resolutions passed at the meeting with the London Gazette accordingly.

I have liaised with the creditors of the Company since my appointment and have admitted claims accordingly.

I have filed the necessary forms and VAT returns with HM Revenue and Customs.

I will now look to obtain written confirmation that my case files can be closed and obtain tax clearance from HMRC. Once received, I will look to hold a final meeting of members and creditors in order to seek my release as Liquidator.

**RECEIPTS AND PAYMENTS ACCOUNT**

My Receipts & Payments Account for the period from 16<sup>th</sup> February 2015 to 15<sup>th</sup> February 2016 is attached at Appendix 1.

A bank account is not opened as there are no assets to be realised.

**ASSETS**

The statement of affairs estimated that no assets would be realised and this has been the case in Liquidation.

**LIABILITIES**

**Secured Creditors**

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

## **Preferential Creditors**

The statement of affairs anticipated no liability in preferential creditors and no claims have been received.

## **Crown Creditors**

The statement of affairs included £8,000 owed to HMRC in respect of VAT, £18,000 in respect of Corporation Tax and £300 in respect of PAYE. I am yet to receive a claim from HMRC.

## **Non-preferential unsecured Creditors**

The statement of affairs included 5 non-preferential unsecured creditors with an estimated total liability of £32,000. I have received claims from two creditors at a total of £5,700. I have not received claims from 3 creditors with original estimated claims in the statement of affairs of £26,300.

## **DIVIDEND PROSPECTS**

### Secured creditors

There are no secured creditors.

### Preferential creditors

There are no preferential creditors.

### Floating charge creditors

There are no floating charge creditors.

### Non-preferential unsecured creditors

It is highly doubtful that a dividend will be paid to non-preferential unsecured creditors.

## **INVESTIGATION INTO THE AFFAIRS OF THE COMPANY**

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, the funds likely to be available to fund an investigation, and the costs involved.

There were no matters that justified further investigation in the circumstances of this appointment.

Within six months of my appointment as Liquidator, I am required to submit a confidential report to the Secretary of State 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 Director would make him unfit to be concerned with the management of the Company. I would confirm that my report has been submitted.

## **PRE-APPOINTMENT REMUNERATION**

The Board previously authorised the payment of a fee of £2,000 plus VAT for my assistance with preparing the statement of affairs and a further £2,000 plus VAT for convening and holding the meeting of creditors at a meeting held on 16<sup>th</sup> February 2015. The fee for preparing the statement of affairs and convening and holding the meeting of creditors paid by the Company.

## **LIQUIDATOR'S REMUNERATION**

My remuneration was previously authorised by the creditors at a meeting held on 16<sup>th</sup> February 2015 to be drawn on a time cost basis. My total time costs to 15<sup>th</sup> February 2016 amount to £5,183.50 plus VAT, representing 21.2 of hours work at an average charge out rate of £244.50 per hour.

I have not been able to draw any remuneration in this matter.

A schedule of my time costs incurred to date is attached as Appendix 2.

A description of the routine work undertaken since my appointment as Liquidator is as follows:

1. 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 Vision Blue Solutions.
  - Review and storage.
  - Case bordereau.
  - Case planning and administration.
  - Preparing reports to members and creditors.
  - Convening and holding meetings of members and creditors.
2. Cashiering
  - Maintaining and managing the Liquidator's cashbook and bank account.
  - Ensuring statutory lodgements and tax lodgement obligations are met.
3. Creditors
  - Dealing with creditor correspondence and telephone conversations.
  - Preparing reports to creditors.
  - Maintaining creditor information on Vision Blue Solutions.
  - Reviewing and adjudicating on proofs of debt received from creditors.
4. 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.
5. Realisation of Assets
  - Liaising with the Company's bank regarding the closure of the account.

A copy of 'A Creditors Guide to Liquidators' Fees' published by the Association of Business Recovery Professionals and 'A Statement of Insolvency Practice 9 (Revised)' is available at the link <http://www.dcabr.co.uk/business-advice-guides>. A hard copy of the Creditors Guide can be obtained on request from the address below. A copy of this firm's fee and disbursement policy is attached.

## **LIQUIDATOR'S EXPENSES**

I have incurred expenses to 15<sup>th</sup> February 2016 of £148.56 plus VAT. No disbursements have been drawn in this matter as no assets have been realised.

I have incurred the following expenses in the period since my appointment as Liquidator.

Type of expense	Amount incurred
Search Fees	£2.00
Postage	£4.07
Statutory Advertising	£112.44
Insolvency Bond	£24.00

I have incurred the following category 2 disbursements in the period since my appointment as Liquidator.

Type of category 2 disbursement	Amount incurred
Stationery	£6.05

#### **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.

#### **SUMMARY**

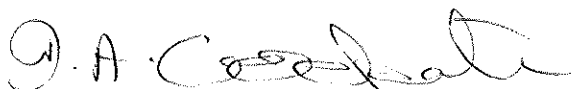
The Liquidation will remain open until I have received tax clearance and written confirmation that my case files can be closed from HM Revenue and Customs. I estimate that this will take approximately 4-5 months and once resolved the Liquidation will be finalised and our files will be closed.

Should you have any queries regarding this report, or the Liquidation in general, please contact Toni James on 01702 344558.

At DCA Business Recovery LLP 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, then in the first instance you should contact me at the address given in this letter

If you consider that I have not dealt with your comments or complaint appropriately you, then put details of your concerns in writing to our complaints officer Luke Cockerton at 2 Nelson Street, Southend on Sea, Essex SS1 1EF. This will formally invoke our complaints procedure and we will endeavour to deal with your complaint.

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](http://www.gov.uk/complain-about-insolvency-practitioner); or you can email [insolvency.enquiryline@insolvency.gsi.gov.uk](mailto:insolvency.enquiryline@insolvency.gsi.gov.uk); or you may phone 0300 678 0015 - calls are charged at up to 9p per minute from a land line, or for mobiles, between 8p and 40p per minute if you're calling from the UK.



**Deborah Ann Cockerton MABRP MIPA**  
Liquidator

Re: UHH COMPUTER CONSULTANTS LIMITED  
CREDITORS VOLUNTARY LIQUIDATION

LIQUIDATOR'S RECEIPTS AND PAYMENTS ACCOUNT  
FOR THE PERIOD 16/02/2015 - 15/02/2016

Estimated  
Realisations  
per SOA

First  
Year Ended  
15/02/2016

**RECEIPTS**

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-  
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Balance Held

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-  
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**PAYMENTS**

Balance Held in a Lloyds Bank plc interest bearing  
account

-  
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*All figures are shown net of VAT*

## Analysis of Liquidator's Time Costs

## Appendix 2

In accordance with the Statement of Insolvency Practice No.9, creditors are advised that:-

1. The basis of the fees to be taken by the Liquidator was approved at the Meeting of Creditors held on 16<sup>th</sup> February 2015. It was resolved that such fees be paid on a time cost basis. This firm's standard insolvency rates with effect from 15<sup>th</sup> October 2015 are as stated below. For periods prior to this date lower rates will have applied. All rates are exclusive of valued added tax.

GRADE	Current charge-out rate per hour, effective from 15 October 2015	Hourly rate from 1st April 2014
	£	£
Partner	350	350
Senior Manager	275	275
Manager	250	250
Senior Administrator (Grade 1)	225	225
Senior Administrator (Grade 2)	-	-
Administrator (Grade 1)	175	175
Administrator (Grade 2)	-	-
Administrator (Grade 3)	-	-
Cashier	150	-
Support Staff	130	-

2. The total hours expended by the Liquidator and all staff involved with the case during the period 16<sup>th</sup> February 2015 to 15<sup>th</sup> February 2016 is 21.2 hours. The Liquidator has ensured that during each period the appropriate member of staff has undertaken the different tasks involved taking into account the complexity of the task and the qualifications and experience of the person involved.
3. The charge out value of the period 16<sup>th</sup> February 2015 to 15<sup>th</sup> February 2016 is £5,183.50 plus VAT, an average of £244.50 plus VAT per hour. I have not been able to draw any remuneration in respect of time costs incurred.
4. A general analysis of the time incurred during the period 16<sup>th</sup> February 2015 to 15<sup>th</sup> February 2016 confirms that work has been undertaken in the following areas:-

HOURS						Time Costs Incurred	Average Hourly Rate
Classification of Work	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours		
Administration and Planning	2.5	9.2	2.30	2.1	16.1	£3,808.50	£236.55
Investigations	1				1	£350.00	350
Realisation of Assets							
Trading							
Creditors		4.1			4.1	£1,025.00	£250.00
Case Specific Matters							
<b>Total</b>	<b>3.5</b>	<b>13.3</b>	<b>2.3</b>	<b>2.1</b>	<b>21.2</b>	<b>£5,183.50</b>	<b>£244.50</b>