

ANNUAL PROGRESS REPORT

**J. W. CHURNSIDE & SON LIMITED
IN CREDITORS' VOLUNTARY LIQUIDATION**

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EXECUTIVE SUMMARY

A summary of key information in this report is detailed below.

Assets

Asset	Estimated to realise per Statement of Affairs £	Realisations to date £	Anticipated future realisations £	Total anticipated realisations £
Cash at Bank	0.00	928.69	0.00	928.69
Cash Balances	700.00	700.00	0.00	700.00
Deposit for Costs	0.00	2,571.31	0.00	2,571.31
Total	700.00	4,200.00	0.00	4,200.00

Expenses

Expense	Amount per fees and expenses estimates £	Expenses incurred to date £	Expense recovered from estate to date £	Anticipated further expense to closure £	Total anticipated expense £
Case Management Fee	110.00	110.00	110.00	0.00	110.00
Liquidator Remuneration	13,138.00	12,072.50	224.30	Uncertain	Uncertain
Meeting Room Cost	60.00	60.00	0.00	0.00	60.00
Search Fees	22.00	22.00	0.00	0.00	22.00
Specific Bond	96.00	96.00	96.00	0.00	96.00
Statement of Affairs Fee	3,500.00	3,500.00	3,500.00	0.00	3,500.00
Statutory Advertising	270.00	269.70	269.70	0.00	269.70
Totals	17,196.00	16,130.20	4,200.00	Uncertain	Uncertain

Dividend prospects

Creditor class	Distribution / dividend paid to date	Anticipated distribution / dividend, based upon the above
Secured creditor	N/A	N/A
Preferential creditors	Nil	Nil
Unsecured creditors	Nil	Nil

Closure

Based on current information, it is anticipated that the liquidation will be concluded within the next 12 weeks.

ADMINISTRATION AND PLANNING

Statutory information

Statutory information may be found at Appendix I.

The Liquidator is required to meet a considerable number of statutory and regulatory obligations. Whilst many of these tasks do not have a direct benefit in enhancing realisations for the insolvent estate, they assist in the efficient and compliant progressing of the administration of the case, which ensures that work is carried out to high professional standards. A detailed list of these tasks may be found in Appendix III.

Reporting

The Liquidator has met his statutory and regulatory duties to report to creditors, as listed below. In consideration of the need for transparency and engagement with creditors, care has been taken to ensure that reports and other communications with creditors have provided useful details of the strategies pursued and the outcomes anticipated. During this Review Period, the following key documents have been issued:

- Progress report for the previous review period.

Other administration tasks

During the Review Period, the following material tasks in this category were carried out:

- Periodic case reviews etc.

ENQUIRES AND INVESTIGATIONS

During the initial period of appointment, the Liquidator carried out a review of the Company's affairs in the period prior to the company's formal insolvency. This included seeking information and explanations from the director(s) (and senior employees) by means of questionnaires (and interviews); making enquiries of the Company's accountants; reviewing information received from creditors; and collecting and examining the Company's bank statements, accounts and other records.

The directors provided the Company's books and records to the Liquidator and a completed questionnaire. A Statement of Affairs was provided prior to liquidation and was included in the report distributed to creditors.

The information gleaned from this process enabled the Liquidator to meet his statutory duty to submit a confidential report on the conduct of the directors (past and present) to The Insolvency Service.

This initial review was also carried out with the objective of making an assessment of whether there were any matters that may potentially lead to financial recoveries for the benefit of creditors. This would typically include any potential claims which may be brought against parties either connected to, or who have past dealings with, the Company.

This initial assessment has been completed and the Liquidator did not identify any further assets or actions which might lead to a recovery for creditors.

REALISATION OF ASSETS

Detailed below is key information about asset realisation and strategy, however, more details about the work undertaken may be found at Appendix III. The Liquidator formulated and worked through a realisation strategy that sought to maximise realisations net of costs. The financial benefit of those efforts is described further below.

Motor Vehicle

The sole asset of the company, a Mercedes Sprinter 16 Seat Minibus, was under lease and returned to the finance company. The director believed the lease had ended with no liability due to AIG Finance. However, the vehicle was at the time "off the road" with a potential repair bill of between £2,500 - £3,500. JPS Chartered Surveyors were instructed as agents to value the minibus and confirmed there was no realisable value in the vehicle.

Cash at Bank

The remaining balance at bank at the date of liquidation totalled £928.69 and was subsequently transferred to the estate.

TRADING

The company has not traded post liquidation.

CREDITORS

Notwithstanding whether sufficient realisations are achieved to pay a dividend to creditors, the Liquidator has had to carry out key tasks which are detailed in the list at Appendix III. The following sections explain the anticipated outcomes to creditors and any distributions paid.

Secured creditors

The Company has not granted any charges over its assets.

Preferential creditors

Employee claims

Two employees were made redundant on 14 October 2021. The relevant information for employees to submit claims has been made to the Redundancy Payments Office and information and help has been given to employees to enable them to submit their claims online.

No claim has been received from the Redundancy Payments Office.

Pension Contributions

The Liquidator has complied with his statutory obligation to notify the Company's pension scheme provider, The Pensions Regulator and Pension Protection Fund of the liquidation as there was outstanding contributions, a claim was sent to the RPS who made the payment.

No claim has been received from the RPS.

Unsecured creditors

HMRC was shown to be owed £4,500. No claim has been received.

The trade and expense creditors as per the statement of affairs totalled £21,120.32. Claims totalling £510 have been received.

Dividend prospects

Due to insufficient funds there will be no dividend distribution

Where a floating charge is created after 15 September 2003 a prescribed part of the company's net property shall be made available to unsecured creditors.

The Company has not granted a floating charge to any creditor after 15 September 2003 and consequently there will be no prescribed part in this Liquidation.

FEES AND EXPENSES

Pre-Appointment Costs

The creditors authorised the fee of £3,500 plus VAT for assisting the directors in calling the relevant meetings and with preparing the Statement of Affairs on 27 October 2020.

The fee for assisting with the Statement of Affairs and meetings has been drawn from the funds paid by the Director personally as well as first realisations on appointment

The Liquidator's Fees

It is the firm's practice to ensure that work is conducted by the appropriate staff member at the appropriate level of experience. Staff Administrators deal with the day-to-day administration on cases and a manager and subsequently Director/Partner then oversees the work undertaken. Where the issues are complex and litigious, the work will be closely supervised or undertaken by the Office Holder (the Liquidator).

The basis of the Liquidator's fees was approved by creditors on 27 October 2020 in accordance with the following resolution:

"that the Liquidator be authorised to draw his remuneration on the basis of time properly spent by him and his staff, and such time costs to be drawn on account from to time as funds permit"

The Liquidator's original fee estimate was £13,137.50.

The time costs for the period 27 October 2022 to 26 October 2023 total £1,502.00, representing 8.30 hours at an average hourly rate of £181.02.

The total time costs during the period of appointment amount to £12,072.50 representing 64.40 hours at an average hourly rate of £187.46. The sum of £224.30 has been drawn on account of time costs incurred. The time costs for the period are detailed at Appendix IV. A comparison between the original estimate and the time costs to date is given at Appendix V.

Having regard for the costs that are likely to be incurred in bringing this Liquidation to a close, the Liquidator considers that:

- the original fees estimate is unlikely to be exceeded; and
- the original expenses estimate is unlikely to be exceeded.

Disbursements

The disbursements that have been incurred and not yet paid during the period are detailed on Appendix VI. Also included in Appendix VI is a comparison of the expenses likely to be incurred in the Liquidation as a whole with the original expenses estimate, together with reasons where any expenses are likely to exceed that estimate.

No category 1 or 2 disbursements have been incurred in the report period.

A copy of 'A Creditors' Guide to Fees' together with the firm's charge-out rate and disbursement policy may be found at www.thfr.co.uk, click "Stakeholders" followed by "Creditor Guide to Fees". A hard copy of both the Creditors' Guide and the firm's charge-out rate and disbursement policy may be obtained on request.

Specialist Advice and Services

When instructing third parties to provide specialist advice and services or having the specialist services provided by the firm, the Liquidator is obligated to ensure that such advice or work is warranted, and that the advice or work contracted reflects the best value and service for the work undertaken. The specialists chosen usually have knowledge specific to the insolvency industry and, where relevant, to matters specific to this insolvency appointment. Details of the specialists specifically chosen in this matter are detailed below.

Other professional costs

JPS Chartered Surveyors were instructed as agents and valuers in relation to the valuation of the company vehicle. As no realisations materialised no costs have been incurred.

CREDITORS' RIGHTS

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.

ETHICS

General ethical considerations

Please be advised that I am bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment. Prior to the Liquidator's appointment, a review of ethical issues was undertaken, and no ethical threats were identified. A further review has been carried out and no threats have been identified in respect of the management of the insolvency appointment over the Review Period.

COMPLAINTS

Any complaint should in the first instance be directed to my office. If not satisfactorily resolved, then you may contact the Insolvency Complaints Gateway by visiting their website <https://www.gov.uk/complain-about-insolvency-practitioner> and completing and submitting their online form.

Our Privacy Notice for Stakeholders can be viewed at www.thfr.co.uk, simply go to – GDPR – Privacy Notices. The following password will be required: a0FFRSlo. A hard copy is available on request. Information regarding specific firm policy is also available on request.

COMPANY'S CENTRE OF MAIN INTEREST "COMI"

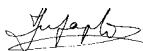
The Company's centre of main interest was 2nd Floor, The Old Tannery, Eastgate, Accrington, BB5 6PW and these are main proceedings.

CONCLUSION

I shall now proceed to closure as all investigations have been finalised.

If any creditor has any objection to this course of action, please make this office aware within the next 21 days.

If you require any further information, please contact this office.



Signed
Jonathan Mark Taylor - Liquidator

Date: 27 October 2023

Appendix I

Statutory Information

Company Name	J. W. Churnside & Son Limited
Former Trading Name	Not applicable
Company Number	04848890
Registered Office	Suite 101 & 102, Empire Way Business Park, Burnley, BB12 6HH
Former Registered Office	2nd Floor, The Old Tannery, Eastgate, Accrington, BB5 6PW
Officeholder	Jonathan Mark Taylor
Officeholder's address	Suite 101 & 102, Empire Way Business Park, Liverpool Road, Burnley, BB12 6HH
Date of appointment	27/10/2020
Changes to Officeholder	Not applicable

Appendix II**Receipts and Payments account for the period 27 October 2022 to 26 October 2023****J. W. Churnside & Son Limited - In Creditors Voluntary Liquidation
Liquidator's Abstract of Receipts & Payments****From 27 October 2022 To 26 October 2023**

S of A £		As Previously Reported	27/10/22 to 26/10/23	Total £
RECEIPTS				
NIL	Cash Balances	700.00	NIL	700.00
NIL	Cash at Bank	928.69	NIL	928.69
700	Cash Balances	NIL	NIL	NIL
NIL	Deposit for Costs	2,571.31	NIL	2,571.31
NIL	Vat Control Account	798.80	NIL	798.80
700		4,998.80	NIL	4,998.80
PAYMENTS				
3,500	Statement of Affairs Fee	(3,500.00)	NIL	(3,500.00)
270	Statutory Advertising	(269.70)	NIL	(269.70)
13,138	Liquidator Remuneration	(224.30)	NIL	(224.30)
3,394	Vat Receivable	(798.80)	NIL	(798.80)
96	Specific Bond	(96.00)	NIL	(96.00)
110	Case Management Fee	(110.00)	NIL	(110.00)
20,507		(4,998.80)	NIL	(4,998.80)
(19,807)	CASH IN HAND	NIL	NIL	NIL

Appendix III

Detailed list of work undertaken for J. W. Churnside & Son Limited in Creditors' Voluntary Liquidation for the review period 27 October 2022 to 26 October 2023

Below is detailed information about the tasks undertaken by the Liquidator.

General Description	Includes
Statutory and General Administration	
Statutory/advertising	Filing of documents to meet statutory requirements
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
Reports	Preparing annual progress report
Creditors and Distributions	
Progress Reports	Preparation of annual progress report for the previous review period Review, amendment, approval & signature of report Circulating previous progress report to creditors Filing progress report with Companies House

Current Charge-out Rates for the firm

Time charging policy

The minimum unit of time recorded is 6 minutes.

Staff	Charge out rates £
Insolvency Practitioner/Director	275
Manager	200
Administrator	150
Junior Administrator	90
Cashier	150

Category 2 Disbursements

Disbursement	£
Mileage expenses incurred specifically relating to the case (up to 10,000 miles – 0.25 per mile thereafter)	0.45 per mile
Money laundering search (per case)	12
Company search (per case)	10
Document storage (per box for the life of the case)	50
Use of Board Room (meeting / virtual meeting)	60
Postage - each item issued by First Class post via Royal Mail	- current rate specified by Royal Mail

Appendix IV

Time cost information for period 27 October 2022 to 26 October 2023

Liquidator's Remuneration Schedule

J. W. Churnside & Son Limited

Between 27 October 2022 and 26 October 2023

Classification of work function	Partner/Director	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost	Average Hourly Rate
Administration & Planning	0.90	0.00	2.50	0.50	3.90	667.50	171.15
Investigations	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
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors	1.40	0.00	3.00	0.00	4.40	835.00	189.77
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Prescribed Part	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fixed Charge Asset Administration	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total hours	2.30	0.00	5.50	0.50	8.30		
Time costs	632.50	0.00	825.00	45.00		1,502.50	
Average hourly rate	275.00	0.00	150.00	90.00			181.02

Description	Total Incurred £	Total Recovered £
	0.00	0.00
Totals	0.00	0.00

Summary of Fees

Time spent in administering the Assignment	Hours	8.30
Total value of time spent to 26 October 2023	£	1,502.50
Total Liquidator's fees charged to 26 October 2023	£	224.30

Liquidator's Remuneration Schedule
J. W. Churnside & Son Limited
Between 27 October 2020 and 26 October 2023

Classification of work function	Partner/ Director	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost	Average Hourly Rate
Administration & Planning	2.30	6.80	16.00	0.50	25.60	4,437.50	173.34
Investigations	3.20	10.60	1.50	0.00	15.30	3,225.00	210.78
Realisation of Assets	0.20	0.00	0.00	0.00	0.20	55.00	275.00
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors	2.60	10.70	10.00	0.00	23.30	4,355.00	186.91
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Prescribed Part	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fixed Charge Asset Administration	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total hours	8.30	28.10	27.50	0.50	64.40		
Time costs	2,282.50	5,620.00	4,125.00	45.00		12,072.50	
Average hourly rate	275.00	200.00	150.00	90.00			187.46

Description	Total Incurred £	Total Recovered £
	0.00	0.00
Totals	0.00	0.00

Summary of Fees

Time spent in administering the Assignment	Hours	64.40
Total value of time spent to 26 October 2023	£	12,072.50
Total Liquidator's fees charged to 26 October 2023	£	224.30

Appendix V

Time costs summary for period, cumulative & comparison with estimate for J. W. CHURNSIDE & SON LIMITED - IN CREDITORS VOLUNTARY LIQUIDATION

	Original fees estimate			Actual time costs incurred during the Review Period			Total time costs incurred to date		
Work category	Number of hours	Blended hourly rate £ per hour	Total fees £	Number of hours	Average hourly rate £ per hour	Total time costs £	Number of hours	Average hourly rate £ per hour	Total time costs £
Administration (including set, reviews and strategy)	34.75	151.83	5,276.25	3.90	171.15	667.50	25.60	173.34	4,437.50
Realisation of assets	0	0.00	0.00	0	0.00	0.00	0.20	275.00	55.00
Creditors (reporting, claims and distribution)	32.00	153.48	4,911.25	4.40	189.77	835.00	23.30	186.91	4,355.00
Investigations	15.75	187.30	2,950.00	0	0.00	0.00	15.30	210.78	3,225.00
TOTAL	82.50	159.24	13,137.50	8.30	181.02	1,502.50	64.40	187.46	12,072.50

Explanatory Note(s)

Administration & Planning

A total of 25.60 hours, equal to £4,437.50, has been spent during the reporting period on administration and planning which includes the initial set up of the assignment, meeting documentation and general case administration. The fee estimate of £5,276.25 was based on the case being live for 2 years.

Realisation of Assets

A total of 0.2 hours equal to £55 has been spent on the realisation of assets which relates to establishing if the company vehicle had any realisable value. No fees estimate was provided for this category of work due to the lack of company assets.

Investigations

The sum of £3,225, equal to 15.3 hours work, has been charged in respect of investigations. This involved reviewing financial documents such as bank statements, the submission of the director's conduct report to the Insolvency Service and an overall case review to ascertain whether any issues were apparent. The fee estimate of £2,950 has been slightly exceeded.

Creditors

A total of 23.30 hours £4,355.00 has been spent liaising with creditors and circulating reports as well as obtaining creditor claims. The fee estimate was £4,911.25 again based on the case running for 2 years but there has been minimal contact from creditors since the Liquidator's appointment.

Appendix VI

Expenses summary for period, cumulative & comparison with estimate for J. W. Churnside & Son Limited in Creditors' Voluntary Liquidation

Below are details of the Liquidator's expenses for the period under review and the total to date.

Expenses	Original expenses estimate £	Actual expenses incurred in the Review Period £	Actual expenses incurred to date £	Reason for any excess (if the expenses are likely to, or have, exceeded the original estimate)
Category 1 Expenses				
Case management fee	110.00	0.00	110.00	N/A
Statutory Advertising	270.00	0.00	269.70	N/A
Specific Bond	96.00	0.00	96.00	N/A
Category 2 Expenses				
Document storage (per box)	50.00	0.00	50.00*	1 box of Books & Records
Search Fees	22.00	0.00	22.00*	N/A
Internal meeting room	60.00	0.00	60.00*	N/A

*Denotes expenses not yet recovered from the estate and paid by the Liquidator personally

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	4	8	4	8	8	9	0
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Company name in full J. W. Churnside & Son Limited

→ Filling in this form

Please complete in typescript or in
bold black capitals.

2 Liquidator's name

Full forename(s) Jonathan

Surname Taylor

3 Liquidator's address

Building name/number Suite 101 & 102. Empire Wav Business Park

Street Liverpool Road

Post town Burnley

County/Region

Postcode

B	B	1	2		6	H	H
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Country

4 Liquidator's name ●

Full forename(s)

Surname

● Other liquidator

Use this section to tell us about
another liquidator.

5 Liquidator's address ●

Building name/number

Street

Post town

County/Region

Postcode

--	--	--	--	--	--	--	--

Country

● 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	2	7	1	0	2	0	2	2
To date	2	6	1	0	2	0	2	3

7

Progress report

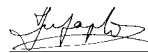
☒ The progress report is attached**8**

Sign and date

Liquidator's signature

Signature

X



X

Signature date

1

3

1

1

2

0

2

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.

Jonathan Mark Taylor

T H Financial Recovery

Suite 101 & 102, Empire Way Business Park

Liverpool Road

Burnley

Postcode

B

B

1

2

6

H

H

DX

01282 332222



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

Continuation page

Name and address of insolvency practitioner

✓ **What this form is for**
Use this continuation page to tell us about another insolvency practitioner where more than 2 are already jointly appointed. Attach this to the relevant form. Use extra copies to tell us of additional insolvency practitioners.

✗ **What this form is NOT for**
You can't use this continuation page to tell us about an appointment, resignation, removal or vacation of office.

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

All fields are mandatory unless specified or indicated by *

1

Appointment type

Tick to show the nature of the appointment:

- ☐ Administrator
- ☐ Administrative receiver
- ☐ Receiver
- ☐ Manager
- ☐ Nominee
- ☐ Supervisor
- ☐ Liquidator
- ☐ Provisional liquidator

ⓘ You can use this continuation page with the following forms:

- VAM1, VAM2, VAM3, VAM4, VAM6, VAM7
- CVA1, CVA3, CVA4
- AM02, AM03, AM04, AM05, AM06, AM07, AM08, AM09, AM10, AM12, AM13, AM14, AM19, AM20, AM21, AM22, AM23, AM24, AM25
- REC1, REC2, REC3
- LIQ02, LIQ03, LIQ05, LIQ13, LIQ14,
- WU07, WU15
- COM1, COM2, COM3, COM4
- NDISC

2

Insolvency practitioner's name

Full forename(s)

Surname

3

Insolvency practitioner's address

Building name/number

Street

Post town

County/Region

Postcode

Country