

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 08099739

Company name in full Greylough Limited

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

2 Liquidator's name

Full forename(s) Richard Jeffrey

Surname Rones

3 Liquidator's address

Building name/number 311 High Road

Street Loughton

Post town Essex, IG10 1AH

County/Region

Postcode

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.

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6 Period of progress report

From date	^d 3	^d 0	^m 1	^m 0	^y 2	^y 0	^y 2	^y 2
To date	^d 2	^d 9	^m 1	^m 0	^y 2	^y 0	^y 2	^y 3

7 Progress report

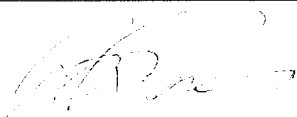
☒ The progress report is attached

8 Sign and date

Liquidator's signature

Signature

X



X

Signature date

^d
2

^d
9

^m
1

^m
0

^y
2

^y
0

^y
2

^y
3

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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 **Michelle Sheffield**

Company name **ThorntonRones Ltd**

Address
311 High Road
Loughton

Post town **Essex, IG10 1AH**

County/Region

Postcode

Country

DX

Telephone
0208 418 9333



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.

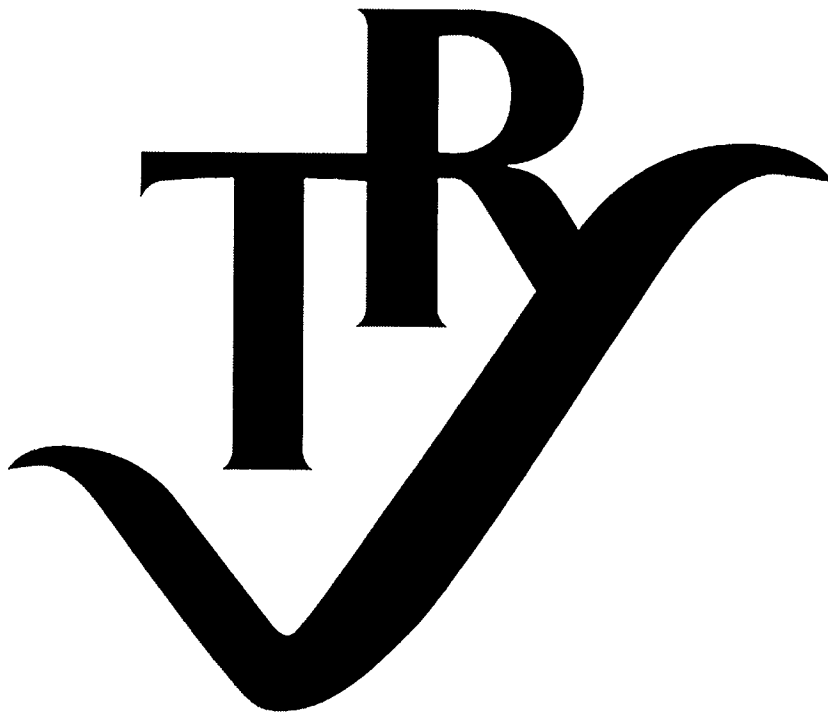


Further information

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

**Greylough Limited
- In Liquidation**



**Liquidator's Annual Progress Report to
Members**

19 December 2023

GREYLOUGH LIMITED - IN LIQUIDATION

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GREYLOUGH LIMITED - IN LIQUIDATION

1 Introduction and Statutory Information

- 1.1 I, Richard Jeffrey Rones of ThorntonRones Ltd, 311 High Road, Loughton, Essex, IG10 1AH, was appointed as Liquidator of Greylough Limited (the **Company**) on 30 October 2020. The Liquidator can be contacted by phone on 0208 418 9333 or via email at info@thorntonrones.co.uk. This report provides an update on the progress in the liquidation for year ended 29 October 2023 (**the Period**).
- 1.2 I am authorised to act as an Insolvency Practitioner in the United Kingdom by the Institute of Chartered Accountants England and Wales and am bound by the Insolvency Code of Ethics.
- 1.3 Information about the way that we will use, and store personal data on insolvency appointments can be found in the attached Privacy Notice attached at Appendix A.
- 1.4 The trading address of the Company was 25 Albion Park, Loughton, Essex, IG10 4RB.
- 1.5 The registered office of the Company was changed to 311 High Road, Loughton, Essex, IG10 1AH and its registered number is 08099739.
- 1.6 During the period I have not identified any matters which would prompt further ethical, Bribery Act or anti-money laundering checks.

2 Progress of the Liquidation

- 2.1 At Appendix B, I have provided an account of my Receipts and Payments for the Period, with a comparison to the Declaration of Solvency values.

Asset Realisations

Bank Interest

- 2.2 ThorntonRones Ltd holds all client funds in an interest-bearing bank account, consequently, the sum of £26.88 has been realised in the period.
- 2.3 All further asset realisations are detailed in my previous reports.

3 Creditors' Claims

Secured Creditors

- 3.1 There are no secured creditors.

Preferential Creditors

- 3.2 There are no preferential creditors.

Unsecured Creditors

- 3.3 According to the DoS, there were two creditors of the Company, one being HMRC in respect of Corporation Tax and the other was the director in respect of loans made to the Company. Members will recall that HMRC were paid 100p in the pound and this was also detailed in my previous report.
- 3.4 Members will also be aware that the Director was paid a first and final distribution in respect of his unsecured claim in the prior period.

GREYLOUGH LIMITED - IN LIQUIDATION

4 Distributions to Members

- 4.1 The following distributions to the member have been made since the date of my appointment.
- 4.2 A first interim distribution of £102,890.00 (£102,890.00 per Ordinary Share) was paid on 11 November 2020. This comprised of a cash distribution of £84,000.00 and a distribution in specie of £18,890.00.
- 4.3 A second cash distribution of £10,000.00 (10,000.00 per Ordinary Share) was paid on the 13 January 2022.
- 4.4 I can confirm that I have received clearance from HMRC and only await their acknowledgement of a pre-liquidation VAT return. As a result, I anticipate that a final cash distribution will be paid to members in the forthcoming period. Following this, I will take steps to conclude the Liquidation.

5 Liquidator's Remuneration

- 5.1 The members approved that the basis of the Liquidator's remuneration be fixed at £3,500 plus VAT and expenses, which has been drawn in full.

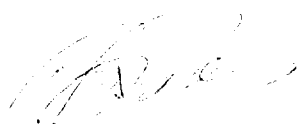
6 Members' Rights

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

7 Next Report

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

Yours faithfully



R J Rones
Liquidator

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Privacy Notice

Use of personal information

We process personal information to enable us to carry out our work as insolvency practitioners which includes processing data that was held by companies/individuals before our appointment together with data collected during an insolvency procedure or a fixed charge receivership. Our legal obligation to process personal data arises from work we are required to carry out under insolvency and other related legislation.

Insolvency practitioners are Data Controllers of personal data in so far as defined by data protection legislation. ThorntonRones Limited will act as Data Processor on their instructions about personal data in relation to an insolvency procedure or fixed charge receivership.

Personal data will be kept secure and processed only for matters relating to the insolvency procedure being dealt with.

The data we may process

The personal data insolvency practitioners may process in most cases will be basic details that may identify an individual and will typically be sufficient to allow us to carry out our work as insolvency practitioners, for example, dealing with the claims of individuals who are owed monies by the companies/individuals over whom we have been appointed.

However, insolvency practitioners may be appointed over entities that process personal data that is considered more sensitive, for example health records and this sensitive data will usually have been created before our appointment. Although we will take appropriate steps to safeguard sensitive data (or to destroy it where it is appropriate to do so), subject to limited exceptions, for example, where we identify previous conduct and/or action that requires further investigation, we will not be processing sensitive data.

Sharing information

We may share personal data with third parties where we are under a legal or regulatory duty to do so, or it is necessary for the purposes of undertaking our work as insolvency practitioners. We may also share personal data to lawfully assist the police or other law enforcement agencies with the prevention and detection of crime, where disclosure is necessary to protect the safety or security of any persons and/or otherwise as permitted by the law.

How long will we hold it?

Personal data will be retained for as long as any legislative or regulatory requirement requires us to hold it. Typically, this may be up to 6 years after which it will be destroyed.

What are your rights?

You have the right to receive the information contained in this document about how your personal data may be processed by us.

You also have the right to know that we may be processing your personal data and, in most circumstances, to have information about the personal data of yours that we hold, and you can ask for certain other details such as what purpose we may process your data for and how long we will hold it.

Individuals have the right to request that incorrect or incomplete data is corrected and in certain circumstances, you may request that we erase any personal data on you which may be held or processed as part of our work as insolvency practitioners. If you have any complaints about how we handle your personal data, please contact Richard Rones, ThorntonRones Limited, 311 High Road, Loughton, Essex IG10 1AH so we can resolve the issue, where possible. You also have the right to lodge a complaint about any use of your information with the Information Commissioners Office ("ICO"), the UK data protection regulator.

Greylough Limited
(In Liquidation)
Liquidator's Summary of Receipts & Payments

Declaration of Solvency £		From 30/10/2022 To 29/10/2023 £	From 30/10/2020 To 29/10/2023 £
	ASSET REALISATIONS		
	Bank Interest Gross	26.88	30.04
18,890.00	Book Debts	NIL	18,890.00
104,096.00	Cash at Bank	NIL	104,096.26
		26.88	123,016.30
	COST OF REALISATIONS		
(4,250.00)	Office Holders Fees	NIL	3,500.00
	Specific Bond	NIL	150.00
	Statutory Advertising	NIL	450.25
		NIL	(4,100.25)
	UNSECURED CREDITORS		
(1,544.00)	Corporation tax	NIL	1,042.30
(2,061.00)	Directors	NIL	2,061.00
	HM Revenue and Customs VAT	NIL	501.50
		NIL	(3,604.80)
	DISTRIBUTIONS		
	Ordinary Shareholders	NIL	112,890.00
		NIL	(112,890.00)
115,131.00		26.88	2,421.25
	REPRESENTED BY		
	Nat West interest bearing account		2,922.75
	Vat Control Account		(501.50)
			2,421.25

GREYLOUGH LIMITED - IN LIQUIDATION

Appendix C

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

Staff Allocation and the use of Subcontractors

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

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

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

Professional Advisors

On this assignment we have not used any professional advisors

Liquidator's Expenses

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

Category 1 expenses

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

Expense	Estimated overall cost £	Paid in Prior Period £	Paid in the period covered by this report £	Incurred but not paid to date £
Statutory advertising	550.00	450.25	-	-
Specific Bond	150.00	150.00	-	-

Category 2 expenses

These expenses do require approval from members. These are costs which are directly referable to the appointment in question but are not payments which are made to an independent third party and may therefore include payments to associates of the office holder or shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis.

The firm's current policy is that it does not recharge Category 2 expenses with the exception of mileage at the HMRC approved rate of 45p per mile. All costs are subject to VAT.

THORNTONRONES

We put the solve into insolvency



CHARGE OUT RATES & POLICY REGARDING THE RECHARGE OF EXPENSES RECOVERY PURSUANT TO STATEMENT OF INSOLVENCY PRACTICE 9

CHARGE-OUT RATES

Work undertaken on cases is recorded in 6-minute units in an electronic time recording system. Time properly incurred on cases is charged at the hourly rate of the grade of staff undertaking the work that applies at the time the work is done. Details of charge-out rates effective from 1 March 2023 exclusive of VAT are as follows:

Grade of Staff	Rate per hour
Insolvency Practitioner	450
Director	400
Manager	350
Senior Administrator	250
Administrator	225
Assistant Administrator	175
Junior Administrator	150
Cashier	135
Staff Support	100

EXPENSES RECOVERY

In accordance with Statement of Insolvency Practice 9 (SIP9) expenses are categorised as either Category 1 or Category 2.

Category 1 Expenses

Category 1 expenses will generally comprise external supplies of incidental services specifically identifiable to the case. Where these have initially been paid by ThorntonRones and then recharged to the case, approval from creditors is not required. The amount recharged is the exact amount incurred. Category 1 expenses can be drawn without prior approval, although an office holder should be prepared to disclose information about them in the same way as any other expenses.

Examples of Category 1 expenses include postage, advertising, specific bond insurance, company search fees, invoiced travel and properly reimbursed expenses incurred by personnel in connection with the case. Also included will be services specific to the case where these cannot practically be provided internally such as printing, external room hire and document storage.

Category 2 Expenses

Category 2 expenses include elements of shared or allocated costs incurred by ThorntonRones and recharged to the case; they are not attributed to the case by a third-party invoice and/or they may include a profit element. Category 2 expenses may be drawn if they have been approved in the same manner as an office holder's remuneration. When seeking approval, an office holder should explain, for each category of expenses, the basis on which the charge is being made. Examples of Category 2 expenses are photocopying, all business mileage, internal room hire and internal storage.

The firm's current policy is that it does not recharge Category 2 expenses with the exception of mileage at the HM Revenue & Customs approved rate of 45p per mile. All costs are subject to VAT.

All the above costs are subject to amendment by ThorntonRones Limited at any time and any amendments will be reported to the appropriate parties in the next report or other document issued for general circulation.