

In accordance with Rule 18.7 of the Insolvency (England & Wales) Rules 2016 and Sections 92A, 104A and 192 of the Insolvency Act 1986.

LIQ03

Notice of progress report in voluntary winding up



Companies House

FRIDAY



A19 *A7ZCV55V* #133
15/02/2019
COMPANIES HOUSE

1 Company details

Company number	8	3	2	6	9	4	4	
Company name in full	The Old Oak Tree Hounslow Limited							

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

2 Liquidator's name

Full forename(s)	Stephen
Surname	Hunt

3 Liquidator's address

Building name/number	Tavistock House South
Street	Tavistock Square
Post town	London
County/Region	
Postcode	W C 1 H 9 L G
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 0	^d 6	^m 0	^m 1	^y 2	^y 0	^y 1	^y 8
To date	^d 0	^d 5	^m 0	^m 1	^y 2	^y 0	^y 1	^y 9

7 Progress report

The progress report is attached

8 Sign and date

Liquidator's signature

Signature

X 

X

Signature date

^d 1	^d 4	^m 0	^m 2	^y 2	^y 0	^y 1	^y 8
----------------	----------------	----------------	----------------	----------------	----------------	----------------	----------------

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 **Dana Ondrioiva**

Company name **Griffins**

Address **Tavistock House South
Tavistock Square**

Post town **London**

County/Region

Postcode **W C 1 H 9 L G**

Country

DX

Telephone **020 7554 9600**

 **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

**The Old Oak Tree Hounslow Limited
(In Liquidation)
Liquidator's Summary of Receipts & Payments**

Statement of Affairs £	From 06/01/2018 To 05/01/2019 £	From 06/01/2015 To 05/01/2019 £
ASSET REALISATIONS		
Cash at Bank	NIL	1,679.24
Bank Interest Gross	NIL	0.68
Third Party Funds	NIL	4,500.00
	NIL	<u>6,179.92</u>
COST OF REALISATIONS		
Specific Bond	NIL	72.00
Preparation of S. of A	NIL	4,500.00
Prov. Liquidators Fees	NIL	1,335.92
Statutory Advertising	77.10	349.10
	<u>(77.10)</u>	<u>(6,257.02)</u>
UNSECURED CREDITORS		
(100,000.00) Directors	NIL	NIL
(50,000.00) Customs & Excise	NIL	NIL
	NIL	NIL
DISTRIBUTIONS		
(1.00) Ordinary Shareholders	NIL	NIL
	NIL	NIL
(150,001.00)	<u>(77.10)</u>	<u>(77.10)</u>
REPRESENTED BY		
Vat Receivable		15.42
Disbursement account		<u>(92.52)</u>
		<u>(77.10)</u>



Stephen Hunt
Liquidator



**The Old Oak Tree Hounslow Limited
In Creditors' Voluntary Liquidation**

**Liquidator's Annual Progress Report to Members and Creditors
for the year ending 5 January 2019**



Contents

1. Introduction
2. Receipts and Payments Accounts
3. Realisation of Assets
4. Investigations
5. Statutory and Professional Compliance
6. Creditors' Communication, Claims and Distributions
7. Liquidator's Remuneration
8. Liquidator's Expenses and Disbursements
9. Quality of Service, Security and Code of Ethics
10. Creditors' Rights
11. Next Report

Appendices

- A. Statutory Information
- B. Receipts and payments account for the period 6 January 2018 to 5 January 2019, together with an account for the entire period of the liquidation
- C. time analysis for the period 6 January 2018 to 5 January 2019, and for the entire period of the appointment
- D. Statutory and Creditor Compliance Tasks
- E. Creditors' Rights - Rules 18.9 and 18.34 of the Insolvency (England & Wales) Rules 2016 ("the IR 2016")



1 Introduction

In accordance with Rules 18.3 and 18.7 of the IR 2016, I now provide creditors with an annual progress report which should be read in conjunction with my previous report. Additional information in respect of the company and office holders is attached at Appendix A.

2 Receipts and Payments Accounts

An account of my receipts and payments for the period 6 January 2018 to 5 January 2019 is at Appendix B, together with an account for the entire period of the liquidation and a comparison with the amounts recorded in the Statement of Affairs.

The receipts and payments account reflects actual payments made to date rather than accrued unpaid expenses (see Section 8 for total expenses incurred to date).

My specific bond and Land Registry searches have been paid by Griffins and are not shown in the receipts and payments account at Appendix B.

3 Realisation of Assets

There have been no asset realisations during the reporting period.

4 Investigations

In respect of each of the issues identified below, I have carried out a number of enquiries which are detailed below.

Company Bank Account

As previously reported, I analysed a number of payments made from the company's bank account that I considered required further investigation.

I have completed my review of the company's banking history, and considered the available evidence obtained in the course of my enquiries and have concluded that there are no claims to pursue. My investigation into this issue has now concluded.

Bond investigation

My investigation into the conduct of Mrs Sharma is ongoing and if appropriate my progress will be reported within my next annual report, or sooner if the administration of the liquidation is complete.

5 Statutory and Professional Compliance

I am required to meet a considerable number of statutory and regulatory obligations. This work does not provide a direct financial benefit to creditors but is a necessary requirement of the liquidation process.



Whilst these tasks do not have a direct benefit in enhancing realisations for the insolvent estate, they assist in the efficient and compliant progression of the liquidation. This ensures that my staff and I carry out our work to high professional standards.

In order that creditors can have an informed understanding of these matters, they are listed at Appendix D.

6 Creditors' Communication, Claims and Distributions

I am required, as Liquidator, to undertake certain tasks in relation to creditors' claims. This work does not provide a direct financial benefit to the liquidation estate but is essential to the administration of the case.

In order that creditors can have an informed understanding of these matters, they are also listed at Appendix D.

The current position as regards creditors' claims is detailed below.

Secured Creditors

An examination of the company's mortgage register held by the Registrar of Companies shows that the company has no outstanding charges over its assets.

Preferential Creditors

No preferential claims have been received in the liquidation and none are expected.

Unsecured Creditors

The Statement of Affairs showed unsecured creditors with a total value of £150,000.

I have received claims totalling £107,615.51 but I have not adjudicated on any of these claims yet.

Distributions

Following my investigations, I have concluded that there is no prospect of a dividend being paid to creditors.

7 Liquidator's Remuneration

The time my staff and I have recorded as incurred for the period 6 January 2018 to 5 January 2019 totals £3,868.75.

The time my staff and I have recorded as incurred for the entire period of my appointment totals £12,431.69.

The time incurred is recorded in my time analysis report, attached at Appendix C, under the following classifications:

- Administration & Planning
- Creditors



- Investigations

The report also provides details of the activity costs incurred by staff grade to date.

It is Griffins' policy to use the most junior grade of staff compatible with the efficient conduct of a matter, in order to ensure that costs to creditors are kept to a minimum. Where investigation work has been undertaken, this will normally be carried out by a senior member of staff and partner. Such investigations are conducted with regard to the level of assets available to fund any further investigations or actions, and the materiality of any matters that have been identified.

I intend to rely on the resolution passed at the Section 98 (S98) meeting of creditors held on 6 January 2015, approving that Sharma & Co was authorised to draw as an expense of the Liquidation, the sum of £5,000 plus VAT, in respect of preparation of the Statement of Affairs and the convening of the meetings. It was also approved that Liquidator's remuneration shall be fixed according to time costs incurred and that these fees are to be paid as and when funds are available.

In addition, at the meeting of creditors held on 12 March 2018, it was approved that the Liquidator be authorised to draw remuneration on account for pre-appointment time incurred by the Liquidator and his staff.

To date I have not drawn any fees for acting as Liquidator.

Further information regarding remuneration can be found in "A Creditors' Guide to Liquidators' Fees", which is available for download at <http://www.griffins.net/technical/>. A hard copy can be provided upon request.

A hard copy of Griffins charge-out rates and disbursements policy may be obtained on request at no cost.

In addition, creditors can find more information on the insolvency process at <http://www.creditorinsolvencyguide.co.uk/>.

8 Liquidator's Expenses and Disbursements

'Expenses' are amounts properly payable by the office holder from the estate. These may include, but are not limited to, legal and agents' fees.

'Disbursements' are expenses met by the office holder and reimbursed to the office holder in connection with an insolvency appointment and will fall into two categories, category 1 and category 2.

In accordance with our current policy, no category 2 disbursements have been drawn since my appointment.

The table below details the expenses and category 1 disbursements incurred in the period and these total £77.10.



Payee Name	Nature of Expense Incurred	Amount Incurred this period £	Amount paid during this period £	Amount Outstanding £
Courts Advertising	Statutory Advertising	77.10	77.10	0.00
	TOTAL	77.10	77.10	0.00

9 Quality of Service, Security and Code of Ethics

My staff and I endeavour to provide the best possible standards at all times.

Our updated privacy policy explains the measures we take to protect your data and the legal basis for doing so. Please review our updated Privacy Policy on our website: <http://www.griffins.net/data-privacy-notice/>.

I am bound by Code of Ethics for Insolvency Practitioners when carrying out all professional work relating to insolvency appointments. Please refer to Institute of Chartered Accountants in England and Wales website for further details: <https://www.icaew.com/en/membership/regulations-standards-and-guidance/ethics/code-of-ethics-d>.

If you would like to make any comments, suggestions, raise a query or make a complaint about the service you have received, please contact my team manager, Ian Tilbury in the first instance at ian.tilbury@griffins.net. We will provide a response within 28 days.

10 Creditors' Rights

Creditors are advised that Rule 18.9 of the IR 2016 provides the right to make a request to the Liquidator for further information about remuneration or expenses which have been itemised in this report. Further, Rule 18.34 of the IR 2016, provides creditors with a right to challenge the Liquidator's remuneration and expenses.

Copies of these Rules are attached at Appendix E, for your information.

11 Next Report

I will report again following the next anniversary of the liquidation, or sooner if the administration of the liquidation is complete.


Stephen Hunt
 Liquidator

Date: 11 February 2019



**The Old Oak Tree Hounslow Limited
In Creditors' Voluntary Liquidation**

Statutory information



Company information

Company name: The Old Oak Tree Hounslow Limited
Trading name: As above
Company registration number: 8326944
Nature of business: Public House
Registered office: Griffins, Griffins, Tavistock House South, Tavistock Square, London,, WC1H 9LG
Previous registered office: 1 Newcrest Close, Littleover, Derby, DE23 4YP
Trading address: The Common, Southall, Middlesex, UB2 5PJ

Liquidator's details

Name: Stephen Hunt
IP number: 9183
Name of firm: Griffins
Firm's address: Tavistock House South, Tavistock Square, London WC1H 9LG
Date of Successor Appointment: 21 June 2017

Former Liquidator's details

Name: Gagen Dulari Sharma
IP number: 9145
Name of firm: Sharma & Co
Firm's address: 257 Hagley Road, Birmingham, B16 9NA
Date of Appointment: 6 January 2015
Date ceased to act: 25 January 2016



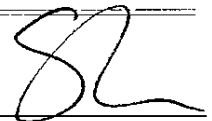
**The Old Oak Tree Hounslow Limited
In Creditors' Voluntary Liquidation**

Receipts and payments account for the period 6 January 2018 to 5 January 2019,
together with an account for the entire period of the liquidation



The Old Oak Tree Hounslow Limited
(In Liquidation)
Liquidator's Summary of Receipts & Payments

Statement of Affairs £	From 06/01/2018 To 05/01/2019 £	From 06/01/2015 To 05/01/2019 £
ASSET REALISATIONS		
	NIL	1,679.24
	NIL	0.68
	NIL	4,500.00
	NIL	6,179.92
COST OF REALISATIONS		
	NIL	72.00
	NIL	4,500.00
	NIL	1,335.92
	77.10	349.10
	(77.10)	(6,257.02)
UNSECURED CREDITORS		
(100,000.00)	NIL	NIL
(50,000.00)	NIL	NIL
	NIL	NIL
DISTRIBUTIONS		
(1.00)	NIL	NIL
	NIL	NIL
(150,001.00)	(77.10)	(77.10)
REPRESENTED BY		
		15.42
		(92.52)
		(77.10)



Stephen Hunt
Liquidator



**The Old Oak Tree Hounslow Limited
In Creditors' Voluntary Liquidation**

Griffins' time analysis for the period 6 January 2018 to 5 January 2019, and for the entire period of the appointment



Time Entry - Detailed SIP9 Time & Cost Summary

OLDOA01 - The Old Oak Tree Hounslow Limited
 From 06/01/2018 To 05/01/2019
 Project Code POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Administrators	Total Hours	Time Cost (£)	Average Hourly Rate (£)
CLOSING Closing an Insolvency STATUTORY Statutory Duties	0.00 0.25	0.00 1.67	0.17 3.06	0.00 0.58	0.00 7.58	0.17 11.42	56.67 3,004.17	340.02 263.14
Administration & Planning	0.25	1.67	3.25	0.58	7.58	11.58	3,060.84	264.25
CREDITOR Creditor Related Work	0.00	0.08	0.17	0.00	0.00	0.25	64.17	336.68
Creditors	0.00	0.08	0.17	0.00	0.00	0.25	64.17	336.68
INV-FURTH Further Investigations	0.00	0.00	1.67	0.00	0.00	1.67	570.00	342.00
INV-INIT Initial Investigations	0.00	0.25	0.17	0.00	0.00	0.42	153.74	368.98
Investigations	0.00	0.25	1.83	0.00	0.00	2.08	723.74	347.40
Total Hours	0.25	2.00	5.25	0.58	7.58	13.92	3,868.75	277.99
Total Fees Claimed							0.00	0.00

Time Entry - Detailed SIP9 Time & Cost Summary

OLDOA01 - The Old Oak Tree Hounslow Limited
 From: 21/06/2017 To: 05/01/2019
 Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Administrators	Total Hours	Time Cost (£)	Average Hourly Rate (£)
CLOSING Closing an Insolvency	0.00	0.00	0.17	0.00	0.00	0.17	56.67	340.02
STATUTORY Statutory Duties	0.33	2.17	6.92	0.58	10.83	19.08	5,373.76	281.59
Administration & Planning	0.33	2.17	7.08	0.58	10.83	19.25	5,430.43	282.10
CREDITOR Creditor Related Work	0.00	0.08	0.25	0.00	0.00	0.33	113.34	340.02
Creditors	0.00	0.08	0.25	0.00	0.00	0.33	113.34	340.02
INV-FURTH Further Investigations	0.00	0.00	8.83	0.00	0.00	8.83	2,964.19	338.96
INV-INIT Initial Investigations	0.00	0.83	10.08	0.00	0.58	11.50	3,863.73	338.59
Investigations	0.00	0.83	18.92	0.00	0.58	20.33	6,887.92	338.75
Total Hours	0.33	3.08	26.25	0.58	11.42	39.92	12,431.69	311.44
Total Fees Claimed							0.00	

**The Old Oak Tree Hounslow Limited
In Creditors' Voluntary Liquidation**

Statutory and Creditor Compliance Tasks



Post-Appointment Statutory and Professional Compliance

I am required, as Liquidator, to undertake the following tasks:

- On appointment, set the case up on our insolvency database and maintain and separately record all financial records on the case, including the recording of creditors and employees;
- Notify creditors of my appointment; and advertise the appointment in the Gazette
- Obtain a Specific Penalty bond for a sum equal to the company's assets subject to the statutory provisions. This bond covers any losses to the estate for any possible fraud or dishonesty of the Liquidator whether acting alone or in collusion with one or more persons and/or the fraud and dishonesty of any person committed with the connivance of the Liquidator;
- Convene and hold a meeting of creditors to provide creditors with the opportunity to establish a Liquidation Committee;
- Undertake a one month case review to ensure that all initial statutory matters have been completed, asset realisation and initial investigations commenced;
- Establish whether the company has an occupational pension scheme.

Annual Statutory and Professional Compliance

In addition to the tasks identified above, each year I am required to undertake the following statutory tasks:

- Prepare and issue an Annual Report to creditors;
- Undertake *bi-annual case reviews* to ensure that the case is being progressed efficiently and in a timely manner; statutory duties have been undertaken; consider any ethical, money laundering and Bribery Act 2010 issues pertaining to the case and ensure that any identified matters are addressed;
- Submit VAT returns to HM Revenue and Customs, to ensure that any VAT refunds or payments are received or paid;
- Submit annual Tax returns to HM Revenue and Customs;
- Maintain the case cash book, by undertaking quarterly reconciliations.

Closing Statutory and Professional Compliance

After concluding all case related matters, I am required to:

- Prepare and submit a letter to HM Revenue and Customs requesting clearance to close the case;
- Reconcile the cash book ready for closure;
- Prepare and issue the Final Account to creditors;
- If the creditors have so resolved, obtain my release from the Secretary of State;



- Retain and store the liquidation records for a minimum of 6 years after the vacation of office.

Tasks in relation to creditors' claims

- Ensure that all creditors' claims are listed with the correct addresses and references and that the amount claimed correlates to the Statement of Affairs;
- Enter proof of debt forms/claims as and when they are received;
- Deal with enquires from creditors.



**The Old Oak Tree Hounslow Limited
In Creditors' Voluntary Liquidation**

Creditors' rights - Rules 18.9 and 18.34 of the Insolvency (England & Wales) Rules 2016



Insolvency (England & Wales) Rules 2016

Rule 18.9

Creditors' and members' requests for further information in administration, winding up and bankruptcy

(1) The following may make a written request to the office-holder for further information about remuneration or expenses (other than pre-administration costs in an administration) set out in a progress report under rule 18.4(1)(b), (c) or (d) or a final report under rule 18.14—

- (a) a secured creditor;
- (b) an unsecured creditor with the concurrence of at least 5% in value of the unsecured creditors (including the creditor in question);
- (c) members of the company in a members' voluntary winding up with at least 5% of the total voting rights of all the members having the right to vote at general meetings of the company;
- (d) any unsecured creditor with the permission of the court; or
- (e) any member of the company in a members' voluntary winding up with the permission of the court.

(2) A request, or an application to the court for permission, by such a person or persons must be made or filed with the court (as applicable) within 21 days of receipt of the report by the person, or by the last of them in the case of an application by more than one member or creditor.

(3) The office-holder must, within 14 days of receipt of such a request respond to the person or persons who requested the information by—

- (a) providing all of the information requested;
- (b) providing some of the information requested; or
- (c) declining to provide the information requested.

(4) The office-holder may respond by providing only some of the information requested or decline to provide the information if—

- (a) the time or cost of preparation of the information would be excessive; or
- (b) disclosure of the information would be prejudicial to the conduct of the proceedings;
- (c) disclosure of the information might reasonably be expected to lead to violence against any person; or
- (d) the office-holder is subject to an obligation of confidentiality in relation to the information.

(5) An office-holder who does not provide all the information or declines to provide the information must inform the person or persons who requested the information of the reasons for so doing.

(6) A creditor, and a member of the company in a members' voluntary winding up, who need not be the same as the creditor or members who requested the information, may apply to the court within 21 days of—



- (a) the office-holder giving reasons for not providing all of the information requested;
- or
- (b) the expiry of the 14 days within which an office-holder must respond to a request.
- (7) The court may make such order as it thinks just on an application under paragraph (6).

Rule 18.34

Remuneration and expenses: application to court by a creditor or member on grounds that remuneration or expenses are excessive

(1) This rule applies to an application in an administration, a winding-up or a bankruptcy made by a person mentioned in paragraph (2) on the grounds that—

- (a) the remuneration charged by the office-holder is in all the circumstances excessive;
- (b) the basis fixed for the office-holder's remuneration under rules 18.16, 18.18, 18.19, 18.20 and 18.21 (as applicable) is inappropriate; or
- (c) the expenses incurred by the office-holder are in all the circumstances excessive.

(2) The following may make such an application for one or more of the orders set out in rule 18.36 or 18.37 as applicable—

- (a) a secured creditor,
- (b) an unsecured creditor with either—
 - (i) the concurrence of at least 10% in value of the unsecured creditors (including that creditor), or
 - (ii) the permission of the court, or
- (c) in a members' voluntary winding up—
 - (i) members of the company with at least 10% of the total voting rights of all the members having the right to vote at general meetings of the company, or
 - (ii) a member of the company with the permission of the court.

(3) The application by a creditor or member must be made no later than eight weeks after receipt by the applicant of the progress report under rule 18.3, or final report or account under rule 18.14 which first reports the charging of the remuneration or the incurring of the expenses in question ("the relevant report").

