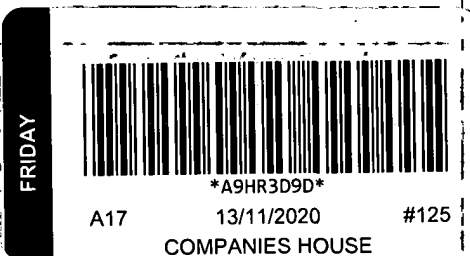


# LIQ13

## Notice of final account prior to dissolution in MVL



Companies House



### 1 Company details

Company number 0 8 9 3 6 0 1 9  
Company name in full TJ Psychology Services Limited

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

### 2 Liquidator's name

Full forename(s) Richard  
Surname Hunt

### 3 Liquidator's address

Building name/number 9 Ensign House  
Street Admirals Way  
Post town Marsh Wall  
County/Region London  
Postcode E 1 4 9 X Q  
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.



# LIQ13

## Notice of final account prior to dissolution in MVL

### 6 Final account

☒ I have delivered the final account of the winding up to the members in accordance with Section 94(2) and attach a copy.

### 7 Sign and date

Liquidator's signature

Signature

X



X

Signature date

d

1

d

1

m

1

m

1

y

2

y

0

y

2

y

0



**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 **Richard Hunt**

Company name **S F P**

Address **9 Ensign House**

**Admirals Way**

Post town **Marsh Wall**

County/Region **London**

Postcode **E 1 4 9 X Q**

Country

DX

Telephone **020 7538 2222**

**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](http://www.gov.uk/companieshouse) or email [enquiries@companieshouse.gov.uk](mailto: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](http://www.gov.uk/companieshouse)



**TJ Psychology Services Limited**  
**(In Liquidation)**  
**Liquidator's Abstract of Receipts & Payments**  
**From 11 February 2020 To 11 November 2020**

Declaration of Solvency	£	£	£
<hr/>			
SECURED ASSETS			
Investments to be distributed in specie	20,459.02		
			20,459.02
ASSET REALISATIONS			
Pre Appointment Tax Refund	6,622.71		
Cash at Bank	90,857.72		
Bank Interest Received	8.87		
			97,489.30
COST OF REALISATIONS			
Office Holders Remuneration	3,000.00		
Office Holders Disbursement - Cat 2	586.00		
Irrecoverable VAT	717.20		
			(4,303.20)
DISTRIBUTIONS			
Ordinary Shareholders	113,645.12		
			(113,645.12)
<hr/>			<hr/>
			<b>NIL</b>
			<hr/>
REPRESENTED BY			
			<hr/>
			<b>NIL</b>
			<hr/>

Note:

Richard Hunt  
Liquidator



## NOTICE OF FINAL ACCOUNT

**Company Name:** TJ Psychology Services Limited ("the Company")  
**Company Number:** 08936019

This Notice is given under Rule 5.10 of the Insolvency (England & Wales) Rules 2016 ("the Rules"). It is delivered by the Liquidator of the Company, Richard Hunt of SFP, 9 Ensign House, Admirals Way, Marsh Wall, London, E14 9XQ (telephone number 020 7538 2222), who was appointed by the members.

The Liquidator hereby confirms that:

- (a) the Company's affairs are fully wound up;
- (b) within 14 days of the date of the final account, the Liquidator will deliver a copy of the account to the Registrar of Companies; and
- (c) the Liquidator will vacate office and be released under Section 171 of the Insolvency Act 1986 on delivering the final account to the Registrar of Companies.

Dated: 11 November 2020



**Strictly Private and Confidential**

**TJ Psychology Services Limited (In Liquidation)**

**Final Account to Members**

**Richard Hunt**

**SFP Restructuring Limited**

**9 Ensign House**

**Admirals Way**

**Marsh Wall**

**London**

**E14 9XQ**

**Tel: +44 (207) 5382222**

**Fax: +44 (207) 5383322**

This document has been written and presented for the sole purpose of complying with the relevant provisions of the Insolvency Act 1986. It may not be disclosed, disseminated or copied without my prior written permission, other than to those entitled under statute or otherwise as ordered by the Court, and no liability will be accepted to any other person or party who acts or refrains from acting on its contents.



## **Contents**

1. Introduction
2. Administration of the Winding Up
3. The Liquidator's Remuneration and Expenses
4. Dividends and Distributions
5. Conclusion

## **Appendices**

- I. Statutory Information and Definitions
- II. The Liquidator's Final Receipts and Payments Account
- III. Expenses Information Sheet



## 1. Introduction

- 1.1 Richard Hunt was appointed Liquidator of the Company on 11 February 2020. The Liquidator is now in a position to conclude the Liquidation and obtain his release as Liquidator.
- 1.2 Accordingly, this final account of the winding up from the date of the Liquidator's appointment is being delivered to members and to the Registrar of Companies pursuant to S94 of the Act.
- 1.3 Statutory information regarding the Liquidation and definitions used in this report are provided in **Appendix I**.

## 2. Administration of the Winding Up

- 2.1 Attached at **Appendix II** is the Liquidator's Final Receipts and Payments Account for the winding up as a whole. The contents are in the main self-explanatory.

### Cash at Bank

- 2.2 Shortly after appointment the Company's bank account was closed and the closing balance of £90,857.72 was transferred to the Liquidation account.

### Corporation Tax Refund

- 2.3 As expected, a Corporation Tax refund was received in the sum of £6,622.71.

### Investments

- 2.4 The Declaration of Solvency listed investments with a value of £20,459.02 as an asset of the Company. This asset has been distributed in specie to the shareholder, as set out in **Section 4**.

### Statutory and General Administration

- 2.5 At the date of the Liquidator's appointment, no threats to compliance with the Code of Ethics had been identified. A further review of ethical issues has been carried out and no threats have been identified in respect of the management of the Liquidation.
- 2.6 The Liquidator has complied with his statutory and regulatory duties including the following:
  - 2.6.1 Checking all statutory documentation completed by the director and arranging for statutory filing at Companies House and advertising in the Gazette;
  - 2.6.2 maintaining case files, which must include records to show and explain the administration of this liquidation and any decisions made by the Liquidator that materially affect the administration;
  - 2.6.3 conducting periodic case and bond reviews to ensure that the liquidation is progressing efficiently, effectively and in line with the statutory requirements;
  - 2.6.4 maintaining and updating the estate cash book and bank account, including regular bank reconciliations and processing receipts and payments;
  - 2.6.5 completing a closure review of all files and seeking clearance from HMRC and other parties to enable the Liquidator to bring the case to a close; and
  - 2.6.6 issuing the Liquidator's proposed final account.





### 3. The Liquidator's Remuneration and Expenses

- 3.1 At the meeting of members held on 11 February 2020, it was resolved that the fee for assisting with the placing of the Company into Liquidation and for attending to matters relating to, and arising in, the Liquidation be agreed at £3,000, plus VAT and disbursements. This fee has been paid in full. As the Company was not VAT registered, the Liquidator has been unable to reclaim the VAT on this fee. This can be seen in the Receipts and Payments Account at **Appendix II**.
- 3.2 The meeting of members also resolved that the Liquidator be authorised to draw his firm's disbursements as categorised in SIP9 as Category 2. **Appendix III** provides information on the bases on which these disbursements are calculated. The Liquidator is entitled under statute to discharge his Category 1 expenses from the estate.
- 3.3 When instructing third parties to provide specialist advice and services, the Liquidator must 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. SFP maintains an approved supplier list and reviews these annually to ensure best value. Before instructing specialists on an assignment, the Liquidator assesses whether the instruction is warranted and which approved supplier is appropriate. If the Liquidator prefers to use a specialist that is not on the approved supplier list, that specialist undergoes an assessment process to ensure that best value and service is anticipated. The specialists chosen usually have knowledge specific to the insolvency industry and, where relevant, to matters specific to the insolvency appointment. Periodically throughout the liquidation, the performance and fees of the specialists are reviewed to assess the value and service provided. The processes were formalised after the current Insolvency Code of Ethics came into force on 1 May 2020.
- 3.4 **Appendix II** provides information on all expenses paid.

### 4. Dividends and Distributions

#### Creditors

- 4.1. A notice to creditors requiring them to submit claims was published in the Gazette. In addition, several letters were sent to HMRC seeking confirmation that no tax liabilities remained.
- 4.2. No creditors' claims have been received.

#### Shareholders

- 4.3. The following distributions were made to the shareholder:

Date of distribution	£ per share distributed	Total amount distributed £
26 February 2020	85,600.00	85,600.00
14 May 2020	10,700.00	10,700.00
23 September 2020	17,345.12	17,345.12
<b>TOTAL</b>		<b>113,645.12</b>

- 4.4. The above included a distribution in specie of the investments with a total estimated value of £20,459.02. This valuation was based upon the Company's accounts as at 31 March 2018.



**5. Conclusion**

- 5.1** The delivery of this final account to members and to the Registrar of Companies concludes the Liquidator's administration of this winding up. Should you have any queries regarding this report, please contact the Senior Administrator dealing with this matter, Natalie Brady, by email at [enquiries@sfpgroup.com](mailto:enquiries@sfpgroup.com).



**Richard Hunt**  
**Liquidator**

**TJ Psychology Services Limited (In Liquidation)**

**Final Account to Members**

**APPENDIX I**

- **Statutory Information and Definitions**

## STATUTORY INFORMATION AND DEFINITIONS

### TJ Psychology Services Limited (In Liquidation)

**Company Number:** 08936019

**Registered Office:** 9 Ensign House  
Admirals Way  
Marsh Wall  
Docklands  
London  
E14 9XQ

**Date of Appointment:** 11 February 2020

**Liquidator:** Richard Hunt  
SFP Restructuring Limited  
9 Ensign House  
Admirals Way  
Marsh Wall  
London  
E14 9XQ

#### Members' Rights to Further Information and Challenge:

Rule 18.9 of the Insolvency (England & Wales) Rules 2016: Within 21 days of receipt of a progress report, a member may request the Liquidator to provide further information about the remuneration and expenses set out in the report. A request must be in writing and may be made by members with at least 5% of the total voting rights of all the members having the right to vote at general meetings of the Company or by any member with the permission of the court.

Rule 18.34 of the Insolvency (England & Wales) Rules 2016: 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, or any member with the permission of the Court, may apply to the Court on the grounds that the remuneration or other expenses are excessive. Any such application must be made no later than 8 weeks after receipt of the relevant report.

#### Definitions used in this report:

The Company	TJ Psychology Services Limited
The Liquidator	Richard Hunt
The Act	The Insolvency Act 1986
HMRC	HM Revenue & Customs
SIP	Statement of Insolvency Practice
The Last Report	The Liquidator's last progress report
Review Period	Period covered by the Liquidator's progress report
DOS	Declaration of Solvency

**TJ Psychology Services Limited (In Liquidation)**

**Final Account to Members**

**APPENDIX II**

- **Liquidator's Final Receipts and Payments Account**

**T J Psychology Services Limited**  
**(In Liquidation)**

**Liquidator's Summary of Receipts and Payments**  
**To 11 November 2020**

	<b>Declaration of Solvency (£)</b>	<b>From 11.02.2020 to 11.11.2020 (£)</b>
<b>RECEIPTS</b>		
Cash at bank	90,862.72	90,857.72
Corporation Tax refund	6,616.40	6,622.71
Investments	20,459.02	20,459.02
Bank interest received	-	8.87
	<u>117,938.14</u>	<u>117,948.32</u>
<b>PAYMENTS</b>		
Office holder's remuneration		3,000.00
Office holder's disbursements (Category 2)		586.00
Irrecoverable VAT		717.20
Ordinary shareholders		113,645.12
		<u>117,948.32</u>
Balance at bank		<u>0.00</u>



**TJ Psychology Services Limited (In Liquidation)**

**Final Account to Members**

**APPENDIX III**

- **Expenses Information Sheet**



Direct Expenses (Category 1 Disbursements)											
Category 1 Disbursements (as defined by Statement of Insolvency Practice 9), which can be specifically identified as relating to the administration of the case, have been charged at cost (plus VAT where applicable), with no uplift. The quantum of these costs are dependent on the circumstances and needs of the case and are set by third parties. For example, the bank charges £12 per transfer over £100,000. We may also have incurred other direct expenses, such as courier charges and Land Registry fees, which have been charged at cost.											
<b>Insurance</b> If possible, the current insurance policy should be maintained throughout the Liquidation process with the Liquidator's name noted which will prevent the requirement to take out any further cover. Should additional insurance be required, we will have provided you with quotes on a case by case basis.	<b>Solicitors' and agents' fees</b> Should solicitors or agents have been required, we will have provided you with quotes on a case by case basis.  A number of documents to place the company into Liquidation were required to be signed in the presence of a solicitor. A charge by the solicitor is usually applicable, however this is usually a cost borne by the directors personally and only forms part of our disbursements where this is agreed in order to deal with exceptional circumstances.										
Indirect Expenses (Category 2 Disbursements)											
These are costs that are directly referable to the appointment in question but not to a payment to an independent party. All prices are exclusive of VAT, which has been reclaimed where possible.											
Anti-money laundering searches via external electronic databases	£5.25 per individual search										
Mileage (where necessary)	45p per mile										
Stationery, photocopying and postage	£10										
The expenses listed below have been incurred on the case and, ordinarily, would be paid directly from the estate according to the external supplier's standard terms. However, in order to facilitate efficient progress of the Liquidation, they were invoiced by us immediately upon the Liquidator's appointment. For the avoidance of doubt, these were charged at cost and with no uplift:											
Specific Bond Premium	A bond is required to protect the assets of the company during the Liquidation process. The bond premium is scaled depending upon the level of assets under our control. Members were provided with a guide to the cost of this bond premium prior to the Liquidator's appointment, however the exact cost was ascertained once the Declaration of Solvency had been sworn.										
Statutory Advertising Costs	<table><tr><td></td><td>£</td></tr><tr><td>Notification of Liquidation</td><td>94.50</td></tr><tr><td>Notification of appointment of Liquidator</td><td>94.50</td></tr><tr><td>Advertisement for creditors' claims</td><td>94.50</td></tr><tr><td></td><td><u>283.50</u></td></tr></table>		£	Notification of Liquidation	94.50	Notification of appointment of Liquidator	94.50	Advertisement for creditors' claims	94.50		<u>283.50</u>
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