

**Aberdeen House Care Limited (“the Company”)**

**Company Registration No: 07658860**

The Board of Directors of the above-named Company confirm that the attached explanatory information to be delivered to the creditors is approved and reflects the information to the best of the Board’s knowledge and belief.

Signed



Rakesh Kotecha (Jan 12, 2024, 3:40pm)

For and on behalf of the Board of Directors

12 Jan 2024

Dated:

# **Aberdeen House Care Limited (“The Company”)**

## **Report for Creditors**

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Private & Confidential

(This Report is for use by the Members and Creditors of the Company only and must not be published or provided to any other party without the written permission of The Company)

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## 1 GENERAL INFORMATION

### Introduction

Business Helpline Group Limited ("the firm") was contacted on 23 November 2023 by the Director of Aberdeen House Care Limited – Rakesh Kotecha, to discuss the financial situation of the Company and the options available. Prior to this date, neither the firm nor the proposed Liquidators have had any other involvement with the Company or its Director.

As a result of those discussions, the Director concluded that the Company could no longer operate by nature of the quantum of its liabilities and that recommendation should be made to the Shareholder's to place the company into Creditors Voluntary Liquidation. The board of Directors instructed Business Helpline Group Limited and Opus Restructuring LLP on 5 January 2024 to assist with the decision process scheduled for 17 January 2024.

### Shareholders' meeting

A notice to shareholders calling a general meeting of the Company was sent on 8 January 2024. The general meeting of shareholders will be held on 17 January 2024 at 10.00 am.

The following resolutions will be considered at the shareholders' meeting:

1. "That the Company be wound up voluntarily."
2. "That Laura Stewart, of Business Helpline Group Limited, Office 007, Northlight Parade, Nelson, BB9 5EG and Gareth Wilcox of Opus Restructuring LLP, Cornwall Buildings, 45 Newhall Street, Birmingham B3 3QR be appointed as Joint Liquidators of the Company".

## 2 STATUTORY INFORMATION

The Company was incorporated on 6 June 2011 in the name of Aberdeen House Care Limited and the Company Registration No. is 07658860 and traded from leasehold premises - 20 Stockerston Road, Uppingham, Oakham LE15 9UD.

The Company has not had any other names since incorporation, and its primary purpose was to offer long-term care and support, for individuals who require specialised care in a full-time residential setting.

The registered office, which has recently been changed to the offices of Business Helpline Group Limited, has been located as follows:

| From            | To              | Registered Office Address                                 |
|-----------------|-----------------|---|
| Incorporation   | 10 October 2013 | 26 The Fairway, Oadby, Leicestershire, LE2 2HJ.           |
| 10 October 2013 | Present         | West Walk Building, Regent Road, Leicestershire, LE1 7LT. |

The authorised share capital is 100 ordinary shares of £1.00 each. The entire allotment has been issued and fully paid as follows:

| <b>Name of member</b>       | <b>Ordinary</b> | <b>Percentage</b> |
|-----------------------------|-----------------|-------------------|
| Mr Rakesh Kotecha           | 25              | 25 %              |
| Mr Mahesh Vithaldas Kotecha | 25              | 25 %              |
| Mrs Pragna Kotecha          | 25              | 25 %              |
| Trushali Kotecha            | 25              | 25%               |

The officers of the Company, past and current, are detailed below: -

| <b>Name</b>                 | <b>Position</b> | <b>Appointed</b> | <b>Resigned</b> |
|-----------------------------|-----------------|------------------|-----------------|
| Mr Rakesh Kotecha           | Director        | 6 June 2011      | N/A             |
| Mr Mahesh Vithaldas Kotecha | Director        | 6 June 2011      | N/A             |
| Mrs Pragna Kotecha          | Director        | 6 June 2011      | N/A             |
| Mrs Trushali Kotecha        | Director        | 5 August 2015    | N/A             |

### **3 HISTORY OF THE COMPANY AND EVENTS LEADING TO INSOLVENCY**

Established in June 2011, Aberdeen House Care Limited ("the Company") operated as a family-run business specialising in local residential care services, emphasising long-term care and support for its residents. The company conducted its operations on premises owned by an associated entity, Aberdeen House Property Limited ("associated Company"), which provided funding for the establishment of the care home. These funds were allocated for essential purposes, including renovations, startup costs, and furnishing the facility.

The company enjoyed significant advantages from contracts with the local authority, facilitating the direct admission of residents. This arrangement streamlined resident placements, contributing to the operational framework and financial stability of the company. However, the onset of the COVID-19 pandemic in 2020 led to a downturn in revenue and cash flow challenges.

During the challenging pandemic period, the care home faced profound loss as numerous residents passed away, amplifying the strain on the Company. The heightened risks associated with the pandemic and the vulnerability of the elderly population in the care home presented substantial challenges.

Staff retention became notably difficult from 2020 to 2021, as perceived risks within the industry prompted many employees to resign. The departure of experienced staff necessitated increased reliance on agency personnel, resulting in escalated operational costs. The director attributes these increased costs, linked to pandemic-related measures and reduced occupancy, as significant contributors to the strain on the company's cash flow.

The director holds the opinion that the emergence of additional purpose-built care homes in

the local community introduced new challenges and heightened competition. These purpose-built care homes benefitted from advantages such as reduced benefit rates and local authority funding, resources beyond the company's reach. The Local Authority established a weekly rate, imposing a minimum bed charge of £750.00 per week, whereas purpose-built homes provided beds at a more economical rate of £650.00 per week. Despite efforts to negotiate rate adjustments with the Local Authority in June 2023, the home was unsuccessful in obtaining approval for reduced rates.

Subsequent to these challenges, the company, which previously housed eighteen residents, found itself accommodating only nine residents. Regrettably, the company faced difficulties in securing additional residents promptly before depleting its financial resources.

A meeting was arranged with Business Helpline Group Limited and Opus Restructuring LLP and based on the financial information provided by the director it was evident that the Company was insolvent. After consulting with representatives of the firm's the director felt he had no option but to call the meetings of shareholders and creditors necessary to place the company into voluntary liquidation.

The director considers that the main reasons for the Company's failure were as follows;

1. Financial losses as a result of COVID-19.
2. Heightened competition within the local area.

#### **4 MATERIAL TRANSACTIONS**

There have been no material transactions prior to the liquidation known to the proposed liquidators.

#### **5 FINANCIAL INFORMATION**

The Company's draft accounts for the years ended 31 March 2022 and 2023 are attached as appendix 1.

#### **6 COMMENTS ON THE DIRECTOR'S STATEMENT OF AFFAIRS**

The Director's Statement of Affairs was produced and executed on 12 January 2024, and is attached as Appendix 2. The Statement of Affairs does not reflect the costs of insolvency and realisation.

#### **ASSETS**

##### **Book debts**

The Company is owed the total sum of £94,980.00 by two associated Companies.

The proposed liquidator will seek recovery of the sums owed to the Company on appointment. So far, £6,965.00 has been recovered from debtors recorded in the financial accounts to 31

March 2023.

The current realisable value assigned to the book debts is uncertain at this time.

### **Fixed Assets**

The Company's fixed assets which had a book value of £10,572.00 in the financial accounts to 31 March 2023 have been valued by RICS Registered Valuer, MGR Appraisals and are reported further down.

MGR Appraisals were instructed on 5 January 2024 to value the assets of the Company. They confirmed their independence, are qualified by the Royal Institute of Chartered Surveyors (RICS) and have adequate professional indemnity insurance. A going concern valuation reflects the estimated amount for which the assets could be sold as a whole in their working place(s). A forced sale basis reflects a sale whereby the assets are removed from the premises at the expense of any purchaser.

The valuation of the Company's assets are as follows:

|   |           |
|---|-----------|
| <b>Market Value</b> (as a whole for use in their working place)   | £7,500.00 |
| <b>Market Value</b> (as individual items for removal from the premises at the expense of the purchaser) | £1,500.00 |

Creditors should note, the statement of affairs indicates an uncertain amount for realisations. It is likely the cost of collection and realisation would outweigh their actual value on the open market.

### **Cash at Bank**

The sum of £16,372.65 is presently held in a designated client account of Opus Restructuring LLP, representing the funds repaid by an associated Company for £6,965.00 and the remaining balance of £9,407.65 from the Company's cash at bank.

## **SECURED CREDITORS**

### **Creditors Secured**

The Company granted to Lloyds Bank Plc an 'Omnibus Guarantee and Set-Off Agreement' dated 23 August 2016. The agreement comprises of four associated entities – Aberdeen House Care Limited, Aberdeen House Property Limited, Trinity House Care Limited and Trinity House Property Limited.

The Company also granted a debenture dated 22 July 2017 and a charge registered to the property of Aberdeen House Property Limited.

The amount outstanding at the date of the statement of affairs is £165,819.00.

Creditors are advised that an ongoing sale of Aberdeen House Property Limited should satisfy the liability in full and subsequently the charge detailed above will not give rise to a prescribed part on completion of the sale and settlement of the liability.

However, section 176A of the Insolvency Act 1986 provides that the liquidator shall make a prescribed part of the company's net property available for the satisfaction of unsecured creditors.

The prescribed part is a proportion of the net property to be distributed to unsecured creditor where a floating charge was registered after 15 September 2003.

The statement of affairs indicated that the prescribed part is calculated as follows:

- 50% of the first £10,000 of the net property; and
- 20% of the remaining net property,
- Up to a maximum amount to be made available of £800,000 (only for liquidations commencing on or after 6 April 2020 but not in relation to floating charges created before this date unless priority has been given to one created after this date. For all other cases, the cap of £600,000).

Creditors should note that this sum is only an estimate, and any actual prescribed part amount will be based on actual realisations and the costs of realisation and liquidation.

### **Preferential Creditors**

The preferential creditors' claims are estimated to amount to £15,232.67 in respect of eighteen employees for wage arrears, pension contributions and holiday pay.

There is a further expected claim for arrears of employees' pension contributions for £310.53 and employer contributions of £232.88.

These claims may be covered by the Redundancy Payments Office, who will then gain subrogated rights to preferential status.

### **Secondary Preferential Creditors**

HM Revenue and Customs are owed the sum of £39,283.52 for unpaid PAYE.

## **UNSECURED CREDITORS**

### **Employee's**

An aggregate sum of £119,331.86 is owed to seventeen former employees for redundancy pay and payment in lieu of notice.

These claims may be covered by the Redundancy Payments Office, who will then gain subrogated rights to non-preferential status.

## **Trade Creditors**

Trade creditor claims as per the statement of affairs represents an aggregate sum of £25,270.35 owing to eleven unsecured trade creditors.

Creditors are advised that a wind-up petition was filed by a creditor on 20 October 2023 and the hearing convened on the 10 January 2024. During the hearing an adjournment was granted, and the rescheduled hearing is now set for the 7 March 2024.

## **Associated Companies**

The sum of £82,909.00 recorded in the statement of affairs is owed to two associated companies.

## **Directors' Loan Account**

The sum of £26,769.08 recorded in the financial records to 31 March 2023 is owed to the Company's directors.

## **Shares**

The issued and fully paid-up share capital is £100.00 resulting in an overall total deficiency of £458,886.37.

A deficiency account is attached at Appendix 3, indicating an overall deficiency of £458,886.37.

## **7 PRE-APPOINTMENT FEE INFORMATION**

Business Helpline Group Limited and Opus Restructuring LLP have been instructed by the Directors, on behalf of the Company on the 18 December 2023 to assist in preparing the Statement of Affairs, convening a meeting of the Board, and seeking a decision from the creditors on the appointment of a liquidator.

The sum of £7,000.00 plus VAT and expenses has been agreed to be paid by the Company by way of a fixed fee, in respect of the instructions given to assist the Director's in preparing the Statement of Affairs and to seek a decision from the creditors on the appointment of a liquidator.

Prior to the provision of the explanatory information, Business Helpline Group Limited has:

- Met and liaised with the Director to obtain the relevant information
- Extracted information about the creditors from the Company's accounting records and entered this into our case management system to enable documents relating to the meeting of creditors to be issued
- Assisted the Director in the preparation of their report to the meeting
- Written and liaised with the Company's accountants
- Assisted the Director in the preparation of the Statement of Affairs.



## **8. LIQUIDATORS' FEES**

In this case, and with the approval of creditors, the liquidators are seeking to fix the basis of their remuneration on a time cost basis.

When the liquidators seek approval for their fees on a time cost basis, they have to provide a fee estimate. That estimate acts as a cap on their time costs so that they cannot draw fees of more than the total estimated time costs without further approval from those who approved the fees. Attached at Appendix 4 a "Fees estimate summary" that sets out the work that the liquidators intend to undertake, the hourly rates they intend to charge for each part of the work, and the time that they think each part of the work will take. It includes a summary of that information as an average or "blended" rate for all of the work being carried out within the estimate. In summary, the liquidators are seeking to be remunerated on a time cost basis in respect of the work they and their staff undertake in respect of the following categories of work.

### **Administration**

This represents the work that they and their staff have to undertake in respect of the routine administrative functions of the case, including preparing, reviewing and issuing statutory reports. It also includes the liquidators control and supervision of the work done by their staff on the case, together with the supervisory functions of their managers. Such work does not give direct financial benefit to the creditors, but the liquidators have to undertake it in order to meet their statutory obligations under the insolvency legislation and the Statements of Insolvency Practice, which set out required practice that I must follow.

### **Realisation of Assets**

This represents the work the liquidators will undertake to protect and then realise the Company's assets. If the Company's assets are recovered, the liquidators will first use the proceeds to meet the costs and expenses of the case and then distribute any balance to the creditors in the statutory order of priority.

### **Creditors**

The liquidators need to maintain up to date records of the names and addresses of creditors, together with the amounts of their claims as part of my management of the case, and to ensure that they have accurate information about who to send notices and reports to. The liquidators will also have to deal with correspondence and queries received from creditors regarding their claims and dividend prospects as they are received. The liquidators are required to undertake this work as part of their statutory functions.

The liquidators also have to undertake certain statutory formalities in order that they can pay a dividend to creditors. This includes writing to all creditors who have not lodged proofs of debt and reviewing the claims and supporting documentation lodged by creditors in order to formally agree their claims, which may involve requesting additional information and documentation from the creditors.

## **Investigations**

The insolvency legislation gives the liquidators powers to take recovery action in respect of what are known as antecedent transactions, where assets have been disposed of prior to the commencement of the insolvency procedure and also in respect of matters such as misfeasance and wrongful trading. The liquidators are required by the Statements of Insolvency Practice to undertake an initial investigation in all cases to determine whether there are potential recovery actions for the benefit of creditors.

If the liquidators identify potential recoveries, or matters for further investigation, then they will need to undertake additional work to investigate them in detail and attempt recovery where necessary. The liquidators cannot fix the basis of my remuneration for dealing with such unknown or uncertain assets at present, and if such assets are identified the liquidators will seek approval for an appropriate fee basis.

The liquidators are also required by legislation to report to the Secretary of State on the conduct of the Directors. The liquidators have to undertake this work to enable them to comply with this statutory obligation, which is of no direct benefit to the creditors, although it may identify potential recovery actions.

More details of the tasks included in these categories are included in the fees estimate. The liquidators estimate that the total time costs that they will incur in undertaking these tasks based on a split of duties are as follows; Business Helpline Group Limited, £17,765.00 at a blended rate of £155.15 and Opus Restructuring LLP, £15,225.00 at a blended rate of £261.60. Details of the time units used and current charge-out rates are provided in our respective practice remuneration policies, a copy of which is available on the firm's website. While all possible steps have been taken to make this estimate as accurate as possible, it is based on our current knowledge of the case and our knowledge and experience of acting as office holders in respect of cases of a similar size and apparent complexity. As a result, the fees estimate does not take into account any currently unknown complexities or difficulties that may arise during our administration of the case.

If the time costs incurred on the case exceed the estimate, or are likely to exceed the estimate, the liquidators will provide an explanation as to why that is the case in the next progress report sent to creditors. Since the liquidators cannot draw remuneration in excess of the fee estimate without first obtaining approval to do so, then where the liquidators consider it appropriate in the context of the case, they will seek a resolution to increase the fee estimate so that they will then be able to draw additional remuneration over and above this fee estimate.

The liquidators only anticipate needing to seek approval to draw fees in excess of the estimate if any currently unknown complexities or difficulties arise during my administration.

## **9. LIQUIDATORS' EXPENSES**

Expenses are any payments from the estate which are neither an office holder's remuneration nor a distribution to a creditor or a member. Expenses also includes disbursements. Disbursements are payments which are first met by the office holder and then reimbursed to the office holder from the estate. Expenses are split into:

Category 1 expenses, which are payments to persons providing the service to which the expense relates who are not an associate of the office holder; and category 2 expenses, which are payments to associates or which have an element of shared costs. Before being paid category 2 expenses require approval in the same manner as an office holder's remuneration.

It is anticipated that category 1 expenses totaling £1,649.28 will arise in this case, as detailed in Appendix 4. The liquidators are able to pay expenses without needing to obtain approval, but when they issue statutory reports, they will compare the actual expenses incurred with the original estimate provided and will explain any material differences.

Further information about creditors' rights can be obtained by visiting the creditors' information micro-site published by the Association of Business Recovery Professionals (R3) at <http://www.creditorinsolvencyguide.co.uk/>. Details about how an office holder's fees may be approved for each case type are available in a series of Guidance Notes issued with Statement of Insolvency Practice 9, and they can be accessed at <https://businesshelpline.uk/fee-remuneration-policy/> -Business Helpline Group Limited and <https://opusllp.com/restructuring-insolvency/creditor-fee-guide/> - Opus Restructuring LLP.

# STATEMENT OF AFFAIRS

Statement as to the affairs of

Aberdeen House Care Limited T/A Aberdeen House Care


Company Registered Number: 07658860

on the 12 January 2024, being a date not more than 14 days before the date of the resolution for winding up

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## Statement of Truth

I believe that the facts stated in this Statement of Affairs are true. I understand that proceedings for contempt of court may be brought against anyone who makes, or causes to be made, a false statement in a document verified by a statement of truth without an honest belief in its truth.

|           |   |
|-----------|---|
| Full Name | Rakesh Kotecha  |
| Signed    |  |
| Dated     | Rakesh Kotecha (Jan 12, 2024, 3:40pm)<br>12 Jan 2024                              |


## Statement of Affairs as at 12 January 2024

| Description   | Book Value | Estimated to Realise |                     |
|---|------------|----------------------|---------------------|
|   | £          | £                    | £                   |
| <b>Assets</b>   |            |                      |                     |
| Lloyds Bank plc   |            | (165,819.00)         |                     |
|   |            | <u>(165,819.00)</u>  |                     |
| Assets subject to floating charge:  |            |                      |                     |
| Cash on Hand or Float   | 16,372.65  |                      | 16,372.65           |
| Fixtures and Fittings and Equipment   | 10,572.00  |                      | Uncertain           |
| Book Debts  | 94,980.00  |                      | Uncertain           |
| Estimated total assets available to preferential creditors                                      |            |                      | <u>16,372.65</u>    |
| <b>Liabilities</b>  |            |                      |                     |
| Preferential Creditors  |            |                      |                     |
| Pension Schemes (Count = 1)   |            | 543.41               |                     |
| Employees (Count = 18)  |            | 15,232.67            |                     |
|   |            |                      | <u>(15,776.08)</u>  |
| Estimated deficiency/surplus as regards preferential creditors                                  |            |                      | 596.57              |
| Secondary Preferential Creditors  |            |                      |                     |
| HMRC: PAYE  |            | 39,283.65            |                     |
|   |            |                      | <u>(39,283.65)</u>  |
| Estimated deficiency/surplus as regards secondary preferential creditors                        |            |                      | (38,687.08)         |
| Floating Charge Debts Pre 15 September 2003   |            |                      |                     |
| Debts secured by floating charges pre 15 September 2003   |            |                      |                     |
| Floating charge creditors pre 15 September 2003   |            |                      | <u>NIL</u>          |
| Estimated deficiency/surplus of assets as regards floating charge holders pre 15 September 2003 |            |                      | (38,687.08)         |
| Prescribed Part   |            |                      |                     |
|   |            |                      | <u>NIL</u>          |
| Estimated total assets available to floating charge holders post 14 September 2003              |            |                      | (38,687.08)         |
| Floating Charge Debts Post 14 September 2003  |            |                      |                     |
| Debts secured by floating charges post 14 September 2003 brought down                           |            | 165,819.00           |                     |
| Floating charge creditors post 14 September 2003  |            |                      | <u>(165,819.00)</u> |
| Estimated deficiency/surplus as regards floating charge holders post 14 September 2003          |            |                      | (204,506.08)        |
| Estimated prescribed part of net property where applicable brought down                         |            |                      | <u>0.00</u>         |

Signature  Date 12 Jan 2024

Rakesh Kotecha (Jan 12, 2024, 3:40pm)

| Description  | Book Value | Estimated to Realise |              |
|--|------------|----------------------|--------------|
|  | £          | £                    | £            |
| Deficiency/Surplus available to unsecured creditors                              |            |                      | 0.00         |
| Shortfall to Preferential Creditors  |            |                      | (38,687.08)  |
| Unsecured Creditors (excluding floating charge shortfall)                        |            |                      |              |
| Trade & Expense Creditors (Count = 11)   |            | 25,270.35            |              |
| Director Loan Account (Count = 4)  |            | 26,769.08            |              |
| Associated Creditors (Count = 2)   |            | 82,909.00            |              |
| Unsecured Employees (Count = 17)   |            | 119,331.86           |              |
|  |            |                      | (254,280.29) |
| Unsecured Creditors (excluding floating charge shortfall post 14 September 2003) |            |                      | (292,967.37) |
| Shortfall in respect of floating charge post 14 September 2003 brought down      |            |                      | (165,819.00) |
| Estimated deficiency/surplus as regards creditors                                |            |                      | (458,786.37) |
| Issued and called up capital   |            |                      |              |
| Ordinary   |            | 100.00               |              |
|  |            |                      | (100.00)     |
| Total Surplus/(Deficiency)   |            |                      | (458,886.37) |

Signature  Date 12 Jan 2024

Rakesh Kotecha (Jan 12, 2024, 3:40pm)

**Company Creditor - Schedule B - Creditors**  
**Aberdeen House Care Limited (Registered Number - 07658860)**

| Key                         | Name   | Address   | £                 |
|-----------------------------|--|---|-------------------|
| CA0000                      | Aberdeen House Property Limited                | West Walk Building, 110 Regent Road, Leicester, Leicestershire, LE1 7LT   | 74,569.90         |
| CA0001                      | Arjo   |   | 54.00             |
| CB0001                      | Biffa Limited                                  | Accuray House, Coronation Road, High Wycombe, HP12 3TZ                    | 305.22            |
| CB0002                      | Benjamin                                       | 42 Nursery Road, Leicester, Leicestershire, LE5 2HQ                       | 150.00            |
| CE0000                      | Elevator Repairs LTD                           | Britannia Street, Tividale, Oldbury, West Midlands, B69 2PG               | 1,130.00          |
| CH0000                      | HM Revenue Customs                             | Debt Management, HM Revenue and Customs, BX9 1WH                          | 39,283.65         |
| CK0000                      | K&K Window Cleaners                            | 55 The Quadrant, Uppingham, Oakham, Rutland, LE15 9QP                     | 40.00             |
| CL0000                      | Lloyds Bank plc                                | 25 Gresham Street, London, EC2V 7HN                                       | 165,819.00        |
| CN0001                      | NEST Pensions                                  | Nest, Nene Hall, Lynch Wood Business Park, Peterborough, PE2 6FY          | 543.41            |
| CP0000                      | Paynes Diaries Limited                         | Bar Lane, Boroughbridge, York, YO51 9LW                                   | 273.13            |
| CP0001                      | Pamela Berridge                                | 29 High Street East, Uppingham, Oakham, Rutland, LE15 9PY, United Kingdom | 3,500.00          |
| CR0000                      | Rutland County Council                         | Catmose House, Catmos Street, Oakham, Rutland, LE15 6HP                   | 615.00            |
| CR0001                      | R & V Recruitment Limited                      | Unit 6, Kings Court, Kettering, NN15 6WJ                                  | 6,875.00          |
| CS0000                      | Sharmans Pest Control & Environmental Services | 1 Tods Terrace, Uppingham, Oakham, Rutland, LE15 9SL, United Kingdom      | 70.00             |
| CS0001                      | Sunnyside Care                                 | Isidore Road, Bromsgrove, Worcestershire, B60 3ET                         | 12,258.00         |
| CT0000                      | Trinity House Care Limited                     | West Walk Building, 110 Regent Road, Leicester, Leicestershire, LE1 7LT   | 8,339.10          |
| EK0000                      | Mahesh Vithaldas Kotecha                       | 15 Lynmouth Drive, Wigston, Leicestershire, LE18 1BP                      | 8,825.64          |
| EK0001                      | Pragna Kotecha                                 | 15 Lynmouth Drive, Wigston, Leicestershire, LE18 1BP                      | 6,825.64          |
| EK0002                      | Rakesh Kotecha                                 | 4 Hampton Gate, Friday Lane, Barston, Solihull, West Midlands, B92 0JF    | 5,558.90          |
| EK0003                      | Trushali Kotecha                               | 4 Hampton Gate, Friday Lane, Solihull, West Midlands, B92 0JF             | 5,558.90          |
| <b>20 entries totalling</b> |  |   | <b>340,594.49</b> |




12 Jan 2024

Signature Rakesh Kotecha (Jan 12, 2024, 3:40pm) Date \_\_\_\_\_

**Company Creditor - Schedule B1 - Employees**  
**Aberdeen House Care Limited (Registered Number - 07658860)**

| Key                         | Name                 | Address   | Pref £           | Unsec £           | £                 |
|-----------------------------|----------------------|---|------------------|-------------------|-------------------|
| EA0000                      | EMILY APPIAH         | 17 STAMFORD ROAD, DAGENHAM, RM9 4HA                       | 1,283.33         | 2,316.24          | 3,599.57          |
| EA0001                      | PETRA ARYEE          | 103 Chepstow Road, Corby, NN18 8QQ                        | 359.87           | 1,470.76          | 1,830.63          |
| EA0002                      | MABEL AGYAPONG       | 173 St. Thomas Road, Derby, Derbyshire, DE23 8RH          | 1,183.78         | 2,191.53          | 3,375.31          |
| EB0000                      | Alison Byford        | 20 Ash Close, Uppingham, Oakham, Rutland, LE15 9PJ        | 179.08           | 7,653.06          | 7,832.14          |
| EB0001                      | ANGHARAD BUXTON      | 6 Foxglove Road, Stamford, Lincolnshire, PE9 4BW          | 1,437.81         | 18,169.86         | 19,607.67         |
| EB0002                      | HEATHER BRADLEY      | 12A Gerrard Court, Uppingham, Oakham, Rutland, LE15 9SW   | 724.19           | 1,000.32          | 1,724.51          |
| EC0000                      | JOANNE CHAPMAN       | 7 Gainsborough Road, Uppingham, Oakham, Rutland, LE15 9PU | 1,160.07         | 16,407.26         | 17,567.33         |
| ED0000                      | CAROLINE DALBY       | 92 Branston Road, Uppingham, Oakham, Rutland, LE15 9RS    | 1,142.66         | 8,259.67          | 9,402.33          |
| EE0000                      | BLESSING EZEKOYE     | 45 Kingsthorpe Avenue, Corby, NN17 2QA                    | 1,283.33         | 2,276.16          | 3,559.49          |
| EH0000                      | AMANDA HARRIS        | 9 Hannahs Field, Ridlington, Oakham, Rutland, LE15 9AP    | 1,203.98         | 5,280.29          | 6,484.27          |
| EM0000                      | ELIZABETH MACMENEMEY | 38 Wilkes Gardens, Uppingham, Oakham, Rutland, LE15 9UH   | 682.51           | 1,375.44          | 2,057.95          |
| EM0001                      | ABBIE MARSTON        | 3 Mill Cottage, Glaston Road, Oakham, Rutland, LE15 9EU   | 1,308.58         | 3,635.00          | 4,943.58          |
| EN0000                      | Teresa Nixon         | 1 GLASTON ROAD, UPPINGHAM, RUTLAND, LE15 9PX              | 699.54           | 13,638.16         | 14,337.70         |
| EN0001                      | HANNAH NIXON         | 28 The Beeches, Uppingham, Oakham, Rutland, LE15 9PG      | 235.45           | 0.00              | 235.45            |
| ES0000                      | CHRIS STIMSON        | 18 Main Road, Glaston, Oakham, Rutland, LE15 9BP          | 744.22           | 10,608.00         | 11,352.22         |
| ES0001                      | JEAN SUMMERFIELD     | 7 Gainsborough Road, Uppingham, Oakham, Rutland, LE15 9PU | 241.66           | 8,226.75          | 8,468.41          |
| EW0000                      | WILMA WHITWORTH      | 2 Newtown Crescent, Uppingham, Oakham, Rutland, LE15 9TP  | 495.75           | 10,549.56         | 11,045.31         |
| EW0001                      | BARBARA WOODS        | 36 PARKFIELD ROAD, OAKHAM, LE15 9PE                       | 866.86           | 6,273.80          | 7,140.66          |
| <b>18 entries totalling</b> |                      |   | <b>15,232.67</b> | <b>119,331.86</b> | <b>134,564.53</b> |


 Signature Bakesh Kotecha (Jan 12, 2024, 3:40pm)
 Date 12 Jan 2024



Company Creditor - Schedule B2 - Consumer Creditors

Aberdeen House Care Limited (Registered Number - 07658860)

| Key                             | Name | Address | £    |
|---------------------------------|------|---------|------|
| No Consumer Creditors to report |      |         |      |
| 0 entries totalling             |      |         | 0.00 |



12 Jan 2024

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Rakesh Kotecha (Jan 12, 2024, 3:40pm)

**Company Shareholders - Schedule C**  
**Aberdeen House Care Limited (Registered Number - 07658860)**

| Key                                 | Name                     | Address  | Type     | Nominal Value | No. Of Shares | Called Up Per Share | Total Amt. Called Up |
|-------------------------------------|--------------------------|--|----------|---------------|---------------|---------------------|----------------------|
| EK0000                              | Mahesh Vithaldas Kotecha | 15 Lynmouth Drive, Wigston, Leicestershire, LE18 1BP                   | Ordinary | 1.0000        | 25.00         | 1.0000              | 25.0000              |
| EK0001                              | Pragna Kotecha           | 15 Lynmouth Drive, Wigston, Leicestershire, LE18 1BP                   | Ordinary | 1.0000        | 25.00         | 1.0000              | 25.0000              |
| EK0002                              | Rakesh Kotecha           | 4 Hampton Gate, Friday Lane, Barston, Solihull, West Midlands, B92 0JF | Ordinary | 1.0000        | 25.00         | 1.0000              | 25.0000              |
| EK0003                              | Trushali Kotecha         | 4 Hampton Gate, Friday Lane, Solihull, West Midlands, B92 0JF          | Ordinary | 1.0000        | 25.00         | 1.0000              | 25.0000              |
| <b>4 Ordinary entries totalling</b> |                          |  |          |               | <b>100.00</b> |                     |                      |



12 Jan 2024

Signature Rakesh Kotecha (Jan 12, 2024, 3:40pm) Date \_\_\_\_\_

**ABERDEEN HOUSE CARE LIMITED**  
**UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED**  
**31 MARCH 2023**

# ABERDEEN HOUSE CARE LIMITED

## COMPANY INFORMATION

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|                          |  |
|--------------------------|--|
| <b>Directors</b>         | P Kotecha<br>R Kotecha<br>T Kotecha<br>M Kotecha                                     |
| <b>Secretary</b>         | R Kotecha  |
| <b>Company number</b>    | 07658860   |
| <b>Registered office</b> | West Walk Building<br>110 Regent Road<br>Leicester<br>LE1 7LT                        |
| <b>Accountants</b>       | Newby Castleman LLP<br>West Walk Building<br>110 Regent Road<br>Leicester<br>LE1 7LT |
| <b>Business address</b>  | 13c Saffron Way<br>Leicester<br>LE2 6UP  |

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# ABERDEEN HOUSE CARE LIMITED

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| Accountants' report                                 | 1     |
| Profit and loss account                             | 2     |
| Balance sheet and notes to the financial statements | 3 - 4 |
| Information for management                          | 5 - 9 |

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## **ABERDEEN HOUSE CARE LIMITED**

### **CHARTERED ACCOUNTANTS' REPORT TO THE BOARD OF DIRECTORS ON THE PREPARATION OF THE UNAUDITED STATUTORY FINANCIAL STATEMENTS OF ABERDEEN HOUSE CARE LIMITED FOR THE YEAR ENDED 31 MARCH 2023**

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In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Aberdeen House Care Limited for the year ended 31 March 2023 set out on pages 2 to 4 from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/members/regulations-standards-and-guidance/>.

This report is made solely to the board of directors of Aberdeen House Care Limited, as a body, in accordance with the terms of our engagement letter dated 16 August 2018. Our work has been undertaken solely to prepare for your approval the financial statements of Aberdeen House Care Limited and state those matters that we have agreed to state to the board of directors of Aberdeen House Care Limited, as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Aberdeen House Care Limited and its board of directors as a body, for our work or for this report.

It is your duty to ensure that Aberdeen House Care Limited has kept adequate accounting records and to prepare statutory financial statements that comply with the requirements of the Companies Act 2006. You consider that Aberdeen House Care Limited is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the financial statements of Aberdeen House Care Limited. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.

.....  
Chartered Accountants  
West Walk Building  
110 Regent Road  
Leicester  
LE1 7LT

.....

# ABERDEEN HOUSE CARE LIMITED

## PROFIT AND LOSS ACCOUNT

### FOR THE YEAR ENDED 31 MARCH 2023

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|   | 2023<br>£     | 2022<br>£       |
|---|---------------|-----------------|
| Turnover  | 510,598       | 445,495         |
| Other income                                      | 19,336        | 147             |
| Cost of raw materials and consumables             | (23,598)      | (25,719)        |
| Staff costs                                       | (320,220)     | (308,897)       |
| Depreciation and other amounts written off assets | (1,865)       | (2,194)         |
| Other charges                                     | (172,573)     | (149,813)       |
| Tax   | 15,506        | 8,339           |
| Profit/(loss)                                     | <u>27,184</u> | <u>(32,642)</u> |

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**ABERDEEN HOUSE CARE LIMITED****BALANCE SHEET****AS AT 31 MARCH 2023**

|  | <b>2023</b> |          | <b>2022</b> |
|--|-------------|----------|-------------|
|  | £           | £        | £           |
| Fixed assets                                   |             | 10,572   | 12,437      |
| Current assets                                 | 114,249     |          | 81,368      |
| Prepayments and accrued income                 | 2,046       |          | 2,741       |
| Creditors: amounts falling due within one year | (143,115)   |          | (111,978)   |
| Net current liabilities                        |             | (26,820) | (27,869)    |
| Total assets less current liabilities          |             | (16,248) | (15,432)    |
| Net liabilities                                |             | (16,248) | (15,432)    |
| Capital and reserves                           |             | (16,248) | (15,432)    |

**Notes to the financial statements****1 Employees**

The average number of persons, including directors, employed by the company during the year was as follows:

|           | <b>2023</b>   | <b>2022</b>   |
|-----------|---------------|---------------|
|           | <b>Number</b> | <b>Number</b> |
| Employees | 22            | 23            |

Aberdeen House Care Limited is a private company limited by shares incorporated in England and Wales. The registered office is West Walk Building, 110 Regent Road, Leicester, LE1 7LT.

For the year ended 31 March 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the micro-entity provisions and in accordance with FRS 105 'The Financial Reporting Standard applicable to the Micro-entities Regime' and the provisions applicable to companies subject to the small companies regime.



## **ABERDEEN HOUSE CARE LIMITED**

### **BALANCE SHEET (CONTINUED)**

**AS AT 31 MARCH 2023**

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The financial statements were approved by the board of directors and authorised for issue on ..... and are signed on its behalf by:

.....

P Kotecha

**Director**

.....

R Kotecha

Company registration number 07658860 (England and Wales)

**ABERDEEN HOUSE CARE LIMITED**  
**MANAGEMENT INFORMATION**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**ABERDEEN HOUSE CARE LIMITED****DETAILED TRADING AND PROFIT AND LOSS ACCOUNT  
FOR THE YEAR ENDED 31 MARCH 2023**

|   |         | <b>2023</b> |         | <b>2022</b> |
|---|---------|-------------|---------|-------------|
|   | £       | £           | £       | £           |
| <b>Turnover</b>                           |         |             |         |             |
| Sales of goods                            |         | 510,598     |         | 445,495     |
| <b>Cost of sales</b>                      |         |             |         |             |
| Purchases                                 | 15,251  |             | 18,216  |             |
| Direct costs                              | 8,347   |             | 7,503   |             |
| Wages and salaries                        | 298,340 |             | 286,687 |             |
| Social security costs                     | 16,115  |             | 18,256  |             |
| Agency staff                              | 52,728  |             | 33,408  |             |
| Staff pension costs defined contribution  | 5,765   |             | 3,954   |             |
|   |         | (396,546)   |         | (368,024)   |
| <b>Gross profit</b>                       |         | 114,052     |         | 77,471      |
| <b>Other operating income</b>             |         |             |         |             |
| Government grants receivable and released |         | 19,336      |         | -           |
| <b>Administrative expenses</b>            |         | (121,710)   |         | (118,599)   |
| <b>Operating profit/(loss)</b>            |         | 11,678      |         | (41,128)    |
| <b>Investment revenues</b>                |         |             |         |             |
| Other interest received                   | -       |             | 147     |             |
|   |         | -           |         | 147         |
| <b>Profit/(loss) before taxation</b>      |         | 11,678      |         | (40,981)    |

**ABERDEEN HOUSE CARE LIMITED****SCHEDULE OF ADMINISTRATIVE EXPENSES****FOR THE YEAR ENDED 31 MARCH 2023**

|                                | <b>2023</b> | <b>2022</b> |
|--------------------------------|-------------|-------------|
|                                | <b>£</b>    | <b>£</b>    |
| <b>Administrative expenses</b> |             |             |
| Staff training                 | 600         | 600         |
| Rent                           | 35,700      | 37,300      |
| Rates                          | 7,954       | 9,448       |
| Light and heat                 | 22,863      | 20,470      |
| Repairs and maintenance        | 17,154      | 8,543       |
| Insurance                      | 7,773       | 10,044      |
| Computer running costs         | 2,989       | 2,807       |
| Motor running expenses         | 8,206       | -           |
| Legal and professional fees    | 5,389       | 11,168      |
| Accountancy                    | 5,054       | 8,850       |
| Bank charges                   | 496         | 476         |
| Printing and stationery        | 384         | 1,606       |
| Advertising                    | 1,200       | 1,228       |
| Telephone                      | 3,924       | 3,706       |
| Sundry expenses                | 159         | 159         |
| Depreciation                   | 1,865       | 2,194       |
|                                | <hr/>       | <hr/>       |
|                                | 121,710     | 118,599     |
|                                | <hr/>       | <hr/>       |

**ABERDEEN HOUSE CARE LIMITED****MANAGEMENT BALANCE SHEET****AS AT 31 MARCH 2023**

|   | Notes | 2023<br>£ | £        | 2022<br>£ | £        |
|---|-------|-----------|----------|-----------|----------|
| <b>Fixed assets</b>                                   |       |           |          |           |          |
| Tangible assets                                       | 2     |           | 10,572   |           | 12,437   |
| <b>Current assets</b>                                 |       |           |          |           |          |
| Debtors   | 3     | 114,105   |          | 73,516    |          |
| Cash at bank and in hand                              |       | 2,190     |          | 10,593    |          |
|   |       | 116,295   |          | 84,109    |          |
| <b>Creditors: amounts falling due within one year</b> | 4     | (143,115) |          | (111,978) |          |
| <b>Net current liabilities</b>                        |       |           | (26,820) |           | (27,869) |
| <b>Total assets less current liabilities</b>          |       |           | (16,248) |           | (15,432) |
| <b>Capital and reserves</b>                           |       |           |          |           |          |
| Called up share capital                               |       |           | 100      |           | 100      |
| Profit and loss reserves                              | 5     |           | (16,348) |           | (15,532) |
| <b>Total equity</b>                                   |       |           | (16,248) |           | (15,432) |

**ABERDEEN HOUSE CARE LIMITED****NOTES FOR MANAGEMENT****FOR THE YEAR ENDED 31 MARCH 2023****1 Intangible fixed assets****Goodwill  
£****Cost**

At 1 April 2022 and 31 March 2023

302,500

**Amortisation and impairment**

At 1 April 2022 and 31 March 2023

302,500

**Carrying amount**

At 31 March 2023

-

At 31 March 2022

-

**2 Tangible fixed assets**

| Plant and<br>machinery | Fixtures,<br>fittings & equipment | Computer<br>equipment | Total |
|------------------------|-----------------------------------|-----------------------|-------|
| £                      | £                                 | £                     | £     |

**Cost**

At 1 April 2022 and 31 March 2023

|       |        |        |        |
|-------|--------|--------|--------|
| 8,707 | 52,056 | 12,408 | 73,171 |
|-------|--------|--------|--------|

**Depreciation and impairment**

At 1 April 2022

|       |        |        |        |
|-------|--------|--------|--------|
| 8,707 | 39,619 | 12,408 | 60,734 |
|-------|--------|--------|--------|

Depreciation charged in the year

|   |       |   |       |
|---|-------|---|-------|
| - | 1,865 | - | 1,865 |
|---|-------|---|-------|

At 31 March 2023

|       |        |        |        |
|-------|--------|--------|--------|
| 8,707 | 41,484 | 12,408 | 62,599 |
|-------|--------|--------|--------|

**Carrying amount**

At 31 March 2023

|   |        |   |        |
|---|--------|---|--------|
| - | 10,572 | - | 10,572 |
|---|--------|---|--------|

At 31 March 2022

|   |        |   |        |
|---|--------|---|--------|
| - | 12,437 | - | 12,437 |
|---|--------|---|--------|

**3 Debtors****Amounts falling due within one year:**

| 2023 | 2022 |
|------|------|
| £    | £    |

Trade debtors

|        |     |
|--------|-----|
| 10,113 | 629 |
|--------|-----|

Other debtors

|         |        |
|---------|--------|
| 101,946 | 70,146 |
|---------|--------|

Prepayments and accrued income

|       |       |
|-------|-------|
| 2,046 | 2,741 |
|-------|-------|

|         |        |
|---------|--------|
| 114,105 | 73,516 |
|---------|--------|

**ABERDEEN HOUSE CARE LIMITED****NOTES FOR MANAGEMENT****FOR THE YEAR ENDED 31 MARCH 2023****4 Creditors: amounts falling due within one year**

|                                    | <b>2023</b>    | <b>2022</b>    |
|------------------------------------|----------------|----------------|
|                                    | <b>£</b>       | <b>£</b>       |
| Directors' loans                   | 26,769         | 16,769         |
| Trade creditors                    | 13,369         | 2,842          |
| Other taxation and social security | 18,644         | 6,365          |
| Other creditors                    | 76,620         | 83,299         |
| Accruals and deferred income       | 7,713          | 2,703          |
|                                    | <u>143,115</u> | <u>111,978</u> |

**5 Profit and loss reserves**

|                              | <b>2023</b>     | <b>2022</b>     |
|------------------------------|-----------------|-----------------|
|                              | <b>£</b>        | <b>£</b>        |
| At the beginning of the year | (15,532)        | 17,110          |
| Profit/(loss) for the year   | 27,184          | (32,642)        |
| Dividends                    | (28,000)        | -               |
| At the end of the year       | <u>(16,348)</u> | <u>(15,532)</u> |

## Appendix 3

### Aberdeen House Care Limited Deficiency Account As of 12 January 2024

|   |  | £           | £                   |
|---|--|-------------|---------------------|
|   |  |             |                     |
| <b>Deficiency at 31 March 2023</b>  |  |             |                     |
|   |  |             |                     |
| Reserves per draft accounts as at 31 March 2023                               |  |             | (16,248.00)         |
|   |  |             |                     |
| <b>Less: Items contributing to the deficiency in the statement of affairs</b> |  |             |                     |
| Fixed Assets  |  | (10,572.00) |                     |
|   |  |             |                     |
|   |  |             | <b>(26,820.00)</b>  |
| <b>Less: Items arising on insolvency:</b>                                     |  |             |                     |
| Employee claims – payment in lieu of notice and redundancy                    |  |             | (119,331.86)        |
|   |  |             | <b>(146,151.86)</b> |
|   |  |             |                     |
|   |  |             |                     |
| Estimated trading loss for the period 31 March 2023 to cessation              |  |             | <b>(312,634.51)</b> |
|   |  |             |                     |
| <b>Deficiency to Creditors as at 12 January 2024</b>                          |  |             | <b>(458,786.37)</b> |
|   |  |             |                     |
| <b>Deficiency to Members as at 12 January 2024</b>                            |  |             | <b>(458,886.37)</b> |



BUSINESS HELPLINE GROUP LIMITED  
ESTIMATED TIME COSTS

The total amount being sought in relation to matters which are to be dealt with by Business Helpline Group Limited is £17,765.00 for 114.50 hours at an average hourly rate of £155.15.

| SUMMARY OF ESTIMATED COSTS AND EXPENSES                     |                        |                       |                    |
|---|------------------------|-----------------------|--------------------|
| Aberdeen House Care Limited                                 |                        |                       |                    |
| Classification of Work                                      | Estimated Time (Hours) | Estimated Hourly Rate | Total Cost         |
| <b>Administration &amp; Planning:</b>                       | <b>34.50</b>           | <b>£ 127.39</b>       | <b>£ 4,395.00</b>  |
| Administrative Set Up                                       | 1.00                   | £ 125.00              | £ 125.00           |
| Strategy /3 Mthly Reviews                                   | 6.25                   | £ 154.00              | £ 962.50           |
| Cashiering  | 0.00                   | £ -                   | £ -                |
| Case Planning   | 4.00                   | £ 210.00              | £ 840.00           |
| Progress Reports & Final Reports                            | 4.75                   | £ 168.95              | £ 802.50           |
| Creditors   | 18.50                  | £ 90.00               | £ 1,665.00         |
|   |                        |                       |                    |
| <b>Investigations :</b>                                     | <b>42.50</b>           | <b>£ 163.29</b>       | <b>£ 6,940.00</b>  |
| Analysis of Company Records                                 | 9.50                   | £ 95.79               | £ 910.00           |
| SIP 2 Review  | 16.00                  | £ 125.00              | £ 2,000.00         |
| Directors conduct Reports                                   | 13.00                  | £ 260.00              | £ 3,380.00         |
| Inter-Company Loans (5)                                     | 4.00                   | £ 169.17              | £ 650.00           |
|   |                        |                       |                    |
| <b>Realisation of Assets:</b>                               | <b>5.50</b>            | <b>£ 210.00</b>       | <b>£ 1,155.00</b>  |
| Chattel Assets & Recovery                                   | 0.00                   | £ -                   | £ -                |
| Book Debts  | 0.00                   | £ -                   | £ -                |
| Directors Loan Account                                      | 2.00                   | £ 141.66              | £ 325.00           |
| Antecedent Transactions                                     | 3.50                   | £ 237.14              | £ 830.00           |
| Cash at Bank  | 0.00                   | £ -                   | £ -                |
|   |                        |                       |                    |
| <b>Trading</b>  | <b>Not Applicable</b>  |                       |                    |
|   |                        |                       |                    |
| <b>Creditor Comms &amp; Claims :</b>                        | <b>32.00</b>           | <b>£ 164.84</b>       | <b>£ 5,275.00</b>  |
| Preferential & Unsecured Claims (excluding employee claims) | 13.50                  | £ 116.67              | £ 1,575.00         |
| Employees   | 0.00                   | £ -                   | £ -                |
| Communications and Reports                                  | 18.50                  | £ 200.00              | £ 3,700.00         |
| Retention of Title Claims                                   | 0.00                   | £ -                   | £ -                |
| Distributions   | 0.00                   | £ -                   | £ -                |
| Other matters (specify)                                     | 0.00                   | £ -                   | £ -                |
|   |                        |                       |                    |
| <b>TOTALS</b>   | <b>114.50</b>          | <b>£ 155.15</b>       | <b>£ 17,765.00</b> |

## Fees Estimate

Below is the fee estimate in respect of the above case for the purpose of obtaining a time-costs resolution. The total amount being sought in relation to matters which are to be dealt with by Opus Restructuring LLP is £15,225.00 for 58.20 hours at an average hourly rate of £261.60.

Approval for the future remuneration sought is based on an estimate of the work necessary to the completion of the administration of the case. I do not anticipate that it will be necessary to seek approval for fees in excess of this estimate. However, should additional work be necessary beyond what is contemplated, further approval may be sought from creditors.

| General Description  | Includes   | Estimate of No. of Hours | Estimated blended hourly rate | Estimate of total |
|--|--|--------------------------|-------------------------------|-------------------|
| <b>Administration and Planning</b>   |  | <b>25.30</b>             | <b>253.75</b>                 | <b>6,420.00</b>   |
| Document maintenance/file review/checklist   | Filing of documents<br>Periodic file reviews<br>Periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards<br>Maintenance of statutory and case progression task lists/diaries<br>Updating checklists<br>Internal Documentation and IT                              |                          |                               |                   |
| Planning / Review  | Discussions regarding strategies to be pursued<br>Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case<br>Liaising with joint appointees regarding ongoing case matters<br>Case Reviews<br>Review and input on progress reports to creditors |                          |                               |                   |
| Books and records / storage  | Dealing with records in storage<br>Sending job files to storage<br>Maintenance of Records  |                          |                               |                   |
| <b>Realisation of Assets</b>   |  | <b>19.60</b>             | <b>279.72</b>                 | <b>5,482.50</b>   |
| Plant and Equipment  | Liaising with valuers, auctioneers and any interested parties to agree disposal strategy<br>Reviewing asset listings<br>Liaising with landlord and/or secured creditors as appropriate   |                          |                               |                   |
| Debtors  | Collecting supporting documentation<br>Correspondence with debtors<br>Reviewing and assessing debtors' ledgers<br>Dealing with disputes, including communicating with directors/former staff<br>Review and collection of intercompany loan accounts.<br>Taking debt enforcement action as required         |                          |                               |                   |
| Other assets: motor vehicles, intangibles, intellectual property, VAT/corporation tax, | Liaising with agents to agree disposal strategy<br>Examining company records to support tax refunds<br>Submitting Corporation Tax returns<br>Submitting VAT returns  |                          |                               |                   |
| Insurance  | Identification of potential issues requiring attention of insurance specialists<br>Correspondence with insurer regarding initial and ongoing insurance requirements<br>Reviewing insurance policies<br>Correspondence with previous brokers  |                          |                               |                   |
| <b>Creditors</b>   |  | <b>13.30</b>             | <b>249.81</b>                 | <b>3,322.50</b>   |
| Secured Creditor Communication   | Receive and follow up secured creditor enquiries via telephone<br>Review and prepare correspondence to secured creditors and their representatives via facsimile, email and post   |                          |                               |                   |

| General Description         | Includes   | Estimate of No. of Hours | Estimated blended hourly rate | Estimate of total |
|-----------------------------|--|--------------------------|-------------------------------|-------------------|
| Dealing with proofs of debt | Dealing with the claims of secured creditors.  |                          |                               |                   |
| Dividend procedures         | Agreeing allocation of realisations and costs between fixed and floating charges<br>Paying a distribution to secured creditors as appropriate and seeking confirmation of discharged claims<br>Paying a distribution to preferential/secondary preferential or unsecured creditors<br>The process below will need to be applied for each class of creditor paid:<br>Preparation of distribution calculation<br>Preparation of correspondence to creditors announcing declaration of distribution<br>Preparation of cheques/BACS to pay distribution<br>Preparation of correspondence to creditors enclosing payment of distribution<br>Seeking unique tax reference from HMRC, submitting information on PAYE/Ni deductions from employee distributions and paying over to HMRC<br>Dealing with unclaimed dividends<br>When paying the secondary preferential creditor the adjudication of HMRC's secondary preferential claim, may involve bringing the Company's preferential tax affairs up to date |                          |                               |                   |
|                             |  |                          |                               |                   |
| <b>Total</b>                |  | <b>58.20</b>             | <b>261.60</b>                 | <b>15,225.00</b>  |

## Current Charge-out Rates for the firm

### Time charging policy

Support staff charge their time to each case.

Support staff include cashier, secretarial and administration support.

The minimum unit of time recorded is 6 minutes.

| Staff                                    | Charge out rates<br>£ |
|--|-----------------------|
| Insolvency Practitioner/Partners         | <b>400-425</b>        |
| Directors                                | <b>325-350</b>        |
| Senior Manager/Manager                   | <b>225-275</b>        |
| Assistant Manager                        | <b>250</b>            |
| Senior Administrator                     | <b>225</b>            |
| Administrator/Junior Administrator       | <b>100-175</b>        |
| Secretarial/Administration support staff | <b>100</b>            |

## Expenses Estimate for Aberdeen House Care Limited in Creditors' Voluntary Liquidation

### OPUS Restructuring LLP – Estimated Expenses

| Category 1 Expenses   | Basis                         | Estimate of total |
|---|-------------------------------|-------------------|
| Agents and Valuers - MGR Appraisals have been instructed to provide a valuation and to assist with a sale of the company's assets | Time costs                    | £250.00           |
| Bonding   | Estimate based on asset value | £230.00           |
| Document Storage  | Estimate                      | £200.00           |
| VisionBlue fee  |                               | £220.00           |
| Printing and postage [only if charged by an independent party and would not be charged otherwise]                                 | Estimate                      | £50.00            |
| <b>Total</b>  |                               | <b>£950.00</b>    |

| Category 2 Expenses | Basis        | Estimate of total |
|---------------------|--------------|-------------------|
| Bank charges        | £2 per month | £24.00            |
| <b>Total</b>        |              | <b>£24.00</b>     |

### BUINESS HELPLINE GROUP LIMITED – Estimated Expenses

## Expenses Estimate for Aberdeen House Care Limited in Creditors' Voluntary Liquidation

| Category 1 Expenses   | Basis                         | Estimate of total |
|---|-------------------------------|-------------------|
| Advertising   | Estimate                      | £359.28           |
| Bonding   | Estimate based on asset value | £290.00           |
| Printing and postage [only if charged by an independent party and would not be charged otherwise] | Estimate                      | £50.00            |
| <b>Total</b>  |                               | <b>£699.28</b>    |

| Category 2 Expenses | Basis | Estimate of total |
|---------------------|-------|-------------------|
| NIL                 | N/A   | £0.00             |
| <b>Total</b>        |       | <b>£0.00</b>      |

| TOTAL Estimate                  | Category 1       | Category 2    |
|---------------------------------|------------------|---------------|
| Opus Restructuring LLP          | £950.00          | £24.00        |
| Business Helpline Group Limited | £699.28          | £0.00         |
| <b>Total</b>                    | <b>£1,649.28</b> | <b>£24.00</b> |

# Aberdeen House Care Limited – Proposed Liquidation

## Division of duties between the Joint Liquidators - Laura Stewart of Business Helpline Group Limited and Gareth Wilcox of Opus Restructuring LLP

|  | Business Helpline<br>Group Limited | Opus Restructuring LLP |
|--|------------------------------------|------------------------|
| <b>A Duties upon Appointment</b>   |                                    |                        |
| 1. Circulation of report on S100 decision etc. to creditors / members.   | X                                  |                        |
| 2. Filing of the directors' Statement of Affairs, Notice of Appointment and the resolution to wind up with the Registrar of Companies. | X                                  |                        |
| 3. Advertisement of the Notice of Appointment.   | X                                  |                        |
| 4. Submission of VAT769.   |                                    | X                      |
| 5. Control and custody of the company seal and statutory books.  | X                                  | X                      |
| 6. Dealing with the recovery and storage of the company's trading records.   |                                    | X                      |
| 7. Change of the registered office of the company.   | X                                  |                        |
| 8. Arrangements for the redirection of mail of the company.  | X                                  |                        |
| 9. Calculation of bond level (each liquidator to be responsible for arranging their own bond).   | X                                  | X                      |
| <b>B. General Administrative / Statutory Matters</b>   |                                    |                        |
| 1. Opening of Liquidation bank accounts.   |                                    | X                      |
| 2. Maintenance of cash book.   |                                    | X                      |
| 3. Submission of post-liquidation VAT and Corporation Tax returns.   |                                    | X                      |

|  | Business Helpline Group Limited | Opus Restructuring LLP |
|--|---------------------------------|------------------------|
| 4. Dealing with all matters relating to any pension schemes. – External Service – Clumber Consultancy  | N/A                             | N/A                    |
| 5. Production and circulation of annual progress reports.  | X                               |                        |
| 6. All liaison with and statutory filing for the Liquidation Committee.  |                                 | X                      |
| 7. Dealing with fee approval and any related creditor queries.   | X                               |                        |
| 8. Production and circulation of final account.  | X                               |                        |
| 9. Statutory filing on conclusion of liquidation.  | X                               |                        |
| <b>C. Assets</b>   |                                 |                        |
| 1. Arrangement for control and realisation of all assets.  |                                 | X                      |
| 2. Dealing with post-appointment trading.  | N/A                             | N/A                    |
| 3. Dealing with retention of title of claims and other creditors claiming title to assets / company property.                                | X                               |                        |
| 4. Collection of book debts.   |                                 | X                      |
| 5. Dealing with property matters (including surrender / disclaimer issues).  |                                 | X                      |
| 6. Notification to company's bankers.  | X                               |                        |
| 7. Notification to insurance brokers to arrange cover for all insurable assets and insurance matters generally (including claims / refunds). | X                               | X                      |
| 8. Notification to bailiffs and sheriffs.  | X                               |                        |
| 9. Instruction to valuers and any specialist agents to deal with assets.   |                                 | X                      |
| 10. Instruction to solicitors to deal with all asset-related matters in the liquidation, excluding   |                                 | X                      |

|  | Business Helpline<br>Group Limited | Opus Restructuring LLP |
|--|------------------------------------|------------------------|
| potential recoveries arising from investigations.  |                                    |                        |
| 11. Review of potential tax refunds pre-liquidation and pursuit of refunds.  |                                    | X                      |
| <b>D. Claims and Investigations</b>  |                                    |                        |
| 1. General responsibility for dealing with creditors.  | X                                  |                        |
| 2. Liaison with secured creditors.   |                                    | X                      |
| 3. Processing and agreement of ERA claims. – External dealings with Clumber Consultancy                                  | N/A                                | N/A                    |
| 4. Agreement of claims of unsecured creditors.   | X                                  |                        |
| 5. Issuing Notice of Intended Dividend, declaring and paying dividends to creditors.                                     |                                    | X                      |
| 6. Settlement of a list of contributions and calls upon members of partly paid shares.                                   |                                    | X                      |
| 7. Instruction to solicitors to deal with all claims-related matters in the liquidation.                                 |                                    | X                      |
| 8. Investigations into the company's affairs generally and as directed by the Liquidation Committee specifically.        | X                                  |                        |
| 9. Consideration of whether the directors are guilty of any criminal offences under the Insolvency Act or Companies Act. | X                                  | X                      |
| 10. Consideration of whether the directors are guilty of any civil offences under the Insolvency Act or Companies Act.   | X                                  | X                      |
| 11. Submission of D-report and of any new information coming light thereafter.   | X                                  |                        |
| 12. Investigation into the validity of any fixed or floating charges.  |                                    | X                      |
| 13. Liaison with any Receivers appointed over the company's assets.  |                                    | X                      |

|  | Business Helpline<br>Group Limited | Opus Restructuring LLP |
|--|------------------------------------|------------------------|
|  |                                    |                        |
| 14. Instruction to solicitors to deal with all investigation-related matters in the liquidation. |                                    | X                      |
| <b>E. Other Specific Matters</b>   |                                    |                        |
| 1.   |                                    |                        |
| 2.   |                                    |                        |





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