



Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
From	1	Sept	2007	To	31	August	2008

Reference and administration details

Charity name
Other names charity is known by
Registered charity number
Charity's principal address

The Scotland-Russia Forum

SC038728

9 South College Street

Edinburgh

Postcode EH8 9AA

Names of the charity trustees on date of approval of Trustees' Annual Report

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Jennifer Carr	Chairperson	From 24 Sept 2007	
2	Margot Alexander	Secretary		
3	Ian McGowan	Treasurer	From 24 Sept 2007	
4	Neville Long			
5	Wendy Muzlanova		From 29 May 2008	
6	Elena Reid		From 18 March 2008	
7	Andrei Rogatchevski			
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year
Alan Holmes	6 October 2006 to 7 October 2008
Anastasia Melnik	24 September 2007 to 18 March 2008
Irina Voloshinova	6 October 2006 to 29 May 2008

Structure, governance and management

Type of governing document

The Forum is a charitable unincorporated association and the purposes and administration arrangements are set out in our constitution. The constitution was most recently altered on 8 June 2007 and recognition as a Scottish Charity was gained on 20 September 2007.

Trustee recruitment and appointment

The Forum's Trustees (Committee) are appointed or reappointed by the members at our annual general meeting. The Committee has the power to co-opt up to two members of the Forum to the Committee.

Objectives and activities

Charitable purposes

Our purposes, as recorded in our constitution, are to advance education through the promotion of a clear understanding in Scotland, Russia, and the countries of the Former Soviet Union, of the respective ways of life, history, heritage and the cultural and commercial activities and voluntary services of the said countries and through the creation of educational contacts of all kinds between the peoples of these countries.

Summary of the main activities in relation to these objects

The Forum arranges a programme of lectures each year, publishes 'The SRF Review' twice a year, circulates a weekly information bulletin by e-mail and provides information through its website. The Forum rented premises to house a Russian cultural centre, with rental and associated costs met for three years by a donation from Scottish and Newcastle plc, in June 2008.

Achievements and performance

Summary of the main achievements of the charity during the financial period

A programme of talks was held between September 2007 and May 2008 on topics including 'The meaning of Icons', 'Travels in Siberia', 'Turkmenistan – Land of Artists and Horses', 'Anna Politkovskaya as an investigative journalist', 'Trotsky's role in the Civil War' and 'Unfreezing the Conflicts', the latter being given by The Rt Hon George Reid in the Scottish Parliament.

Two issues of the SRF Review were published during the year with a range of feature articles and reviews. The weekly e-mail bulletin was circulated to some 400 members and non-members with information on events and activities relevant to the Forum's objects.

Work began on the refurbishment of premises for a cultural centre, 'The Scotland-Russia Institute'. Rental and associated costs for three years are met by a donation from Scottish and Newcastle plc, and a grant from the National Lottery's Awards for All scheme was made for furniture and equipment.

Financial review

Brief statement of the charity's policy on reserves

As a result of the surplus of £31 in unrestricted funds for the year, the Forum held unrestricted funds of £4,300 at the year end which will support the Forum's general activities in the coming year and allow subscription rates to be maintained at the current level. A total surplus of £43,977 in restricted funds will allow the Forum to meet its commitment to funders to operate a cultural centre in Edinburgh for a minimum of three years from June 2008. Although the Forum was recognised as a charity on 20 September 2007, the accounts cover the whole year's activities from 1 September 2007 to 31 August 2008.

Details of any deficit

Donated facilities and services (if any)

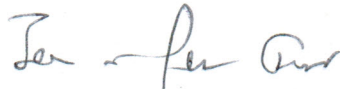

Other optional information

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Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Jennifer Carr	Margot Alexander
Position (e.g. Chair)	Chairperson	Secretary
Date	28 November 2008	

Receipts and payments accounts

For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	1	Sept	2007		31	August	2008

Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
A1 Receipts						
Donations	3,195	45,000			48,195	2,950
Legacies					-	
Grants		7,750			7,750	
Receipts from fundraising activities	1,483				1,483	872
Gross trading receipts	691				691	
Income from investments other than land and buildings	83	276			359	81
Rents from land & buildings					-	
Gross receipts from other charitable activities	43				43	
					-	
A1 Sub total	5,495	53,026	-	-	58,521	3,903
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	5,495	53,026	-	-	58,521	3,903
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	5,278	7,637			12,915	3,501
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs		956			956	
Other					-	
					-	
A3 Sub total	5,278	8,593	-	-	13,871	3,501
A4 Payments relating to asset and investment movements						
Purchases of fixed assets	186	456			642	
Purchase of investments					-	
A4 Sub total	186	456	-	-	642	-
Total payments	5,464	9,049	-	-	14,513	3,501
Net receipts / (payments)	31	43,977	-	-	44,008	402
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	31	43,977	-	-	44,008	402

Section B Statement of balances

Categories	Details	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
		to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
B1 Cash funds	Cash and bank balances at start of year	4,269				4,269	3,866
	Surplus / (deficit) shown on receipts and payments account	31	43,977			44,008	403
						-	
						-	
	Cash and bank balances at end of year	4,300	43,977	-	-	48,277	4,269
	(Agree balances with receipts and payments account(s))						

B2 Investments	Details	Fund to which asset belongs	Market valuation	Last year
			to nearest £	to nearest £
	Total		-	-

B3 Other assets	Details	Fund to which asset belongs	Cost (if available)	Current value (if available)	Last year
			to nearest £	to nearest £	to nearest £
	Total		-	-	-

B4 Liabilities	Details	Fund to which liability relates	Amount due	Last year
			to nearest £	to nearest £
	Total		-	-

B5 Contingent liabilities	Details	Fund to which liability relates	Amount due (estimate)	Last year
			to nearest £	to nearest £
	Total		-	-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
<i>Jen Carr</i>	JENNIFER CARR	28.11.08
<i>Margot Alexander</i>	MARGOT ALEXANDER	28.11.08

Section C Notes to the Accounts

C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

The unrestricted funds held by the Forum can be used in accordance with the objectives of the Forum at the discretion of the Committee. A donation of £45000 from Scottish and Newcastle plc is held in a restricted fund and can be used to support the operation of the Forum's cultural centre, the Scotland-Russia Institute. A grant of £7750 from the National Lottery through Awards for All is held in a restricted fund and can be used to purchase furniture and equipment for the cultural centre.

C2 Grants

Type of activity or project supported	Individual / institution	Number of grants made	£
		Total	-

C3a Trustee remuneration

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	x
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C3b Trustee remuneration - details

Authority under which paid	£

C4a Trustee expenses

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	
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C4b Trustee expenses - details

	Number of trustees	£
Travel expenses to attend a committee meeting	1	20

C5 Transactions with trustees and connected persons

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)

C6 Other information

Additional analysis (1)

Analysis of receipts and payments

1 Donations

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Subscriptions	3,140				3,140	2,750
Donations	55	45,000			45,055	200
					-	
					-	
Total	3,195	45,000	-	-	48,195	2,950

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
Awards for All		7,750	7,750	
			-	
			-	
			-	
Total	-	7,750	7,750	-

3 Gross receipts from other charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
					-	
					-	
					-	
					-	
					-	
					-	
Total	-	-	-	-	-	-

reference error

reference error

4 Payments relating directly to charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Office and secretarial expenses	2,984				2,984	1,649
Setting up cultural centre		7,637			7,637	
Lecture and events programme	2,294				2,294	1,852
					-	
					-	
					-	
					-	
					-	
Total	5,278	7,637	-	-	12,915	3,501

OSCR

Office of the Scottish Charity Regulator

Independent examiner's report on the accounts

Report to the trustees/members of
Registered charity number
On the accounts of the charity for the period

Charity name THE SCOTLAND-RUSSIA FORUM							
Registered charity number SC038728							
Period start date				Period end date			
Day	Month	Year		Day	Month	Year	
1	September	2007	to	31	August	2008	
Set out on pages 1-4; RPI-4						(remember to include the page numbers of additional sheets)	

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention [~~other than that disclosed on the attached page*~~]

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

have not been met, or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:
Name:

Ad Scott
Ad SCOTT

Date: *28 November 2008*

Relevant professional qualification(s) or body (if any):

Chartered Accountant
(ICAS)

Address:

10 Craigbell Court
Edinburgh
BT 6 4R4

*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.