



**Trustees' Annual Report for the period**

	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
From	1	Sept	2008		31	August	2009

Office of the Scottish Charity Regulator

**Reference and administration details**

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

The Scotland-Russia Forum
<b>SC038728</b>
9 South College Street
Edinburgh
<b>Postcode EH8 9AA</b>

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

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Jennifer Carr	Chairperson		
2	Ian McGowan	Treasurer		
3	Andrei Rogatchevski			
4	Peter France		From 18 Nov 2008	
5	Sally Fraser	Joint Secretary	From 18 Nov 2008	
6	John Wade	Joint Secretary	From 18 Nov 2008	
7	Joe Wake		From 18 Nov 2008	
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
Neville Long	16 February 2005 to 18 November 2008
Margot Alexander	8 June 2007 to 10 December 2009
Wendy Muzlanova	29 May 2008 to 18 November 2008
Elena Reid	18 March 2008 to 18 November 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 and exhibitions 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. As well as meetings of the Forum, the centre hosts art exhibitions featuring works from or about Russia and the other countries of the Former Soviet Union.

## Achievements and performance

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

A cultural centre, 'The Scotland-Russia Institute', was opened in Edinburgh in September 2008. Rental and associated costs for three years are met by a donation from Scottish and Newcastle plc. An 'Awards for All' Lottery grant enabled the Centre to be equipped and furnished. The Centre has allowed the Forum greatly to expand and enhance its activities, and the Forum experienced growth in all areas, including a 26% increase in membership. Among the Forum's activities were a programme of talks, ranging from 'Russia and the Credit Crunch' to 'Pushkin in Russian, Scots and English' and 'The Silk Road'; a series of exhibitions, including contemporary paintings, photographs and textiles; and performances of Georgian and Uzbek music. The number attending events rose from approximately 350 per annum before the Centre opened to over 1000, and there were almost 2000 visitors to the Centre, mainly for exhibitions, during the financial period. Language classes have begun on a regular basis and contacts have been established for the placement of Language Assistants in Russian Universities and places of Higher Education. A lending library has been opened.

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 500 members and non-members with information on events and activities relevant to the Forum's objects.

The Forum's website was extended and improved and serves as the primary source of information about the Forum and its activities.

## Financial review

### Brief statement of the charity's policy on reserves

As a result of the surplus of £5739 in unrestricted funds for the year, the Forum held unrestricted funds of £10039 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 £21638 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 to June 2011.

### Details of any deficit

### Donated facilities and services (if any)


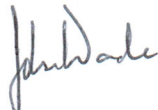
## Other optional information

[Empty space for optional information]

## 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	John Wade
Position (e.g. Chair)	Chairperson	Secretary
Date	19. 12. 07	

Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	1	Sept	2008		31	August	2009

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 £
<b>A1 Receipts</b>						
Donations	4,054				4,054	48,195
Legacies					-	
Grants					-	7,750
Receipts from fundraising activities	2,258				2,258	1,483
Gross trading receipts	5,124				5,124	691
Income from investments other than land and buildings	24	1,849			1,873	359
Rents from land & buildings					-	
Gross receipts from other charitable activities		919			919	43
					-	
<b>A1 Sub total</b>	<b>11,460</b>	<b>2,768</b>	<b>-</b>	<b>-</b>	<b>14,228</b>	<b>58,521</b>
<b>A2 Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>A2 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>11,460</b>	<b>2,768</b>	<b>-</b>	<b>-</b>	<b>14,228</b>	<b>58,521</b>
<b>A3 Payments</b>						
Expenses for fundraising activities	885				885	
Gross trading payments	461				461	
Investment management costs					-	
Payments relating directly to charitable activities	3,860	17,555			21,415	12,915
Grants and donations					-	
Governance costs:						
Audit / independent examination	75	75			150	
Preparation of annual accounts					-	
Legal costs					-	956
Other	17				17	
					-	
<b>A3 Sub total</b>	<b>5,298</b>	<b>17,630</b>	<b>-</b>	<b>-</b>	<b>22,928</b>	<b>13,871</b>
<b>A4 Payments relating to asset and investment movements</b>						
Purchases of fixed assets	423	7,477			7,900	642
Purchase of investments					-	
<b>A4 Sub total</b>	<b>423</b>	<b>7,477</b>	<b>-</b>	<b>-</b>	<b>7,900</b>	<b>642</b>
<b>Total payments</b>	<b>5,721</b>	<b>25,107</b>	<b>-</b>	<b>-</b>	<b>30,828</b>	<b>14,513</b>
<b>Net receipts / (payments)</b>	<b>5,739</b>	<b>(22,339)</b>	<b>-</b>	<b>-</b>	<b>(16,600)</b>	<b>44,008</b>
<b>A5 Transfers to / (from) funds</b>						
					-	
<b>Surplus / (deficit) for year</b>	<b>5,739</b>	<b>(22,339)</b>	<b>-</b>	<b>-</b>	<b>(16,600)</b>	<b>44,008</b>

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 £
<b>B1 Cash funds</b>	Cash and bank balances at start of year	4,300	43,977			48,277	4,269
	Surplus / (deficit) shown on receipts and payments account	5,739	(22,339)			(16,600)	44,008
						-	
						-	
	Cash and bank balances at end of year	10,039	21,638	-	-	31,677	48,277
	(Agree balances with receipts and payments account(s))						

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

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

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

<b>B5 Contingent liabilities</b>	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>John Wade</i>	JOHN WADE	6/1/2010
<i>See in the Ann</i>	JEANNE FOR CAOR	6.1.10

**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. Grants of £45000 from Scottish and Newcastle plc and £7750 from the National Lottery through Awards for All are held in a restricted fund and are used to purchase furniture and equipment and to support the operation of the Forum's cultural centre, the Scotland-Russia Institute.

**C2 Grants**

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

**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
--	---

**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)	
---	--

**C4b Trustee expenses - details**

	Number of trustees	£
Travel expenses to attend a committee meeting	1	17

**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	3,565				3,565	3,140
Donations	489				489	45,055
					-	
					-	
<b>Total</b>	<b>4,054</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,054</b>	<b>48,195</b>

**2 Grants**

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
			-	
			-	
			-	
			-	
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

reference

**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 £
					-	
					-	
					-	
					-	
					-	
					-	
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

reference error

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	2,479				2,479	2,984
Cultural centre running costs		17,555			17,555	7,637
Lecture and events programme	1,381				1,381	2,294
					-	
					-	
					-	
					-	
					-	
<b>Total</b>	<b>3,860</b>	<b>17,555</b>	<b>-</b>	<b>-</b>	<b>21,415</b>	<b>12,915</b>



# OSCR

Office of the Scottish Charity Regulator

## Independent examiner's report on the accounts

Report to the trustees/members of	Charity name THE SCOTLAND-RUSSIA FORUM							
	Registered charity number SC038728							
On the accounts of the charity for the period	Period start date				Period end date			
	Day	Month	Year		Day	Month	Year	
	1	September	2008	to	31	August	2009	
Set out on pages	1-4, RP 1-4						(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

- 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

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

Signed:

A W Scott

Date: 10/1/10

Name:

A W SCOTLAND

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

C.A.

Address:

10 Craighell Court  
Edinburgh  
EH6 6RT