



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	2009	To		31	August	2010

Reference and administration details

Charity name	The Scotland-Russia Forum
Other names charity is known by	
Registered charity number	SC038728
Charity's principal address	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		
2	Ian McGowan	Treasurer		
3	Sally Fraser	Secretary		
4	Andrei Rogatchevski			
5	Peter France			
6	Joe Wake			
7	Helen Williams		From 9 June 2010	
8	Svetlana Shevchenko		From 10 Dec 2009	
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
John Wade	To 24 March 2010
Margot Alexander	To 10 December 2009

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 and cultural 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 fortnightly information bulletin by e-mail and provides information through its website. The Forum rented premises to house a Russian cultural centre, the Scotland-Russia Institute, with rental and associated costs met for the first 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, language classes and a library.

Achievements and performance

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

The impetus given to the Forum's activities by the opening of its Scotland-Russia Institute in September 2008 was maintained, with membership increasing by 17% and attendance at events increasing threefold. The year's programme included talks as diverse as 'The icon and the book: a brief survey of spirituality in Russia' and 'Painting the dream: the world of Socialist Realist painting'. A successful conference on 'Business in Russia' was held, and exhibitions ranged from historic photographs to contemporary works of art. A donation from the St Andrew Society of Moscow allowed the Russian play 'Bloody Mary' to be performed in Cambridge and London, following its earlier successful production by the Forum in Edinburgh. The library now lists over 1000 books in its online catalogue, and usage continues to grow. Classes in the Russian language for various levels of ability have proved popular. Through the good offices of the Forum, three Language Assistants have been placed in Russian Universities and institutions of Higher Education. The Forum was active in supporting the teaching of Russian in schools and is campaigning against the decision of the Scottish Qualifications Authority to abandon National Courses in Russian in 2015.

Two issues of the Scotland-Russia Forum *Review* were published during the year and circulated to nearly 400 people and institutions. The weekly e-mail bulletin was circulated to around 1000 members and non-members with information on events and activities relevant to the Forum's objects.

The Forum's website continued to be extended and improved and is being developed 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 £9831 in unrestricted funds for the year, the Forum held unrestricted funds of £19870 at the year end which will support the Forum's general activities in the coming year. A total surplus of £8116 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. In order to maintain reserves, and to continue to operate the cultural centre until the expiry of the present lease in June 2013, it was thought prudent to introduce a modest increase in subscriptions (the first since 2003) from September 2011.

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	Sally Fraser
Position (e.g. Chair)	Chairperson	Secretary
Date	16 December 2010	

Receipts and payments accounts

For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	1	Sept	2009		31	August	2010

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	5,752	1,000			6,752	4,054
Legacies					-	
Grants					-	
Receipts from fundraising activities	5,656	146			5,802	2,258
Gross trading receipts	11,933				11,933	5,124
Income from investments other than land and buildings	6	356			362	1,873
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	919
					-	
A1 Sub total	23,347	1,502	-	-	24,849	14,228
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	23,347	1,502	-	-	24,849	14,228
A3 Payments						
Expenses for fundraising activities	1,936				1,936	885
Gross trading payments	7,342				7,342	461
Investment management costs					-	
Payments relating directly to charitable activities	4,113	14,808			18,921	21,415
Grants and donations					-	
Governance costs:					-	
Audit / independent examination	100	150			250	150
Preparation of annual accounts					-	
Legal costs					-	
Other	25				25	17
					-	
A3 Sub total	13,516	14,958	-	-	28,474	22,928
A4 Payments relating to asset and investment movements						
Purchases of fixed assets		66			66	7,900
Purchase of investments					-	
A4 Sub total	-	66	-	-	66	7,900
Total payments	13,516	15,024	-	-	28,540	30,828
Net receipts / (payments)	9,831	(13,522)	-	-	(3,691)	(16,600)
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	9,831	(13,522)	-	-	(3,691)	(16,600)

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	10,039	21,638			31,677	48,277
	Surplus / (deficit) shown on receipts and payments account	9,831	(13,522)			(3,691)	(16,600)
						-	
						-	
	Cash and bank balances at end of year	19,870	8,116	-	-	27,986	31,677
	(Agree balances with receipts and payments account(s))						

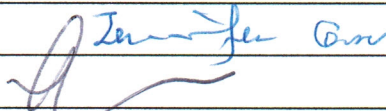
B2 Investments	Details	Fund to which asset belongs	Market valuation	Last year
			to nearest £	to nearest £
		Total	-	-

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
	JENNIFER CARR	16.12.10
	SALLY FRASER	16.12.10

Section C Notes to the Accounts

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

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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	£
Reimbursement of travel costs	2	259

C5 Transactions with trustees and connected persons

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

C6 Other information

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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	4,315				4,315	3,565
Donations	1,437	1,000			2,437	489
					-	
					-	
Total	5,752	1,000	-	-	6,752	4,054

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
			-	
			-	
			-	
			-	
Total	-	-	-	-

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 £
					-	919
					-	
					-	
					-	
					-	
					-	
Total	-	-	-	-	-	919

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	3,731				3,731	2,479
Scotland-Russia Institute running costs		14,808			14,808	17,555
Lecture and events programme	382				382	1,381
					-	
					-	
					-	
					-	
					-	
Total	4,113	14,808	-	-	18,921	21,415

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	2009	to	31	August	2010	
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:

Handwritten signature

Date:

16 December 2010

Name:

Handwritten name

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

Address:

*ICAEW
10 Craghead Court
Edinburgh
EH6 4RT*