



Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	1	Sept	2010		31	August	2011

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	Svetlana Shevchenko	Secretary		
4	Sally Fraser			
5	Peter France			
6	Joe Wake			
7	Helen Williams			
8	Alexandra Smith		From 16 Dec 2010	
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
Andrei Rogatchevski	To 16 December 2010

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. Recognition as a Scottish Charity was gained on 20 September 2007. The constitution was most recently altered on 16 December 2010.

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

Membership of the Forum was maintained, with a small increase in the number of members compared with the previous year. The Forum's activities continue to be focused on its cultural centre, the Scotland-Russia Institute, with many events attracting capacity audiences. The year's programme was enriched by an expanded programme of exhibitions and related lectures made possible by a donation from the Moscow-based Russkiy Mir Foundation. These included exhibitions of work by Russian and British artists on Russian themes, and an exhibition celebrating the legacy of Andrei Sakharov. The year's lecture programme ranged from the literary and visual tradition of Armenia to a series of talks on the changes in various aspects of Russian society in the 20 years since the end of the Soviet Union. To commemorate the 50th anniversary of man's first flight in space the Forum arranged a programme of visits in Scotland, mainly to schools and colleges, for the Russian cosmonaut Anatoly Artsebarsky. The library now contains around 2000 books. Classes in the Russian language for various levels of ability continue to be popular and are held throughout the year. Through the good offices of the Forum, three Language Assistants were placed in Russian Universities and institutions of Higher Education. The Forum was active in supporting the teaching of Russian in schools, and has arranged successful 'taster classes' in a number of primary schools. 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 800 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 now the primary source of information about the Forum and its activities. A generous donation from a member of the Forum permitted the employment of a part-time administrative assistant during the year.

Financial review

Brief statement of the charity's policy on reserves

As a result of the surplus of £9773 in unrestricted funds for the year, the Forum held unrestricted funds of £29643 at the year end which will support the Forum's general activities in the coming year. Having met its commitment to funders to operate a cultural centre in Edinburgh for a minimum of three years to June 2011, the Forum held a total surplus of £8020 in restricted funds, which will allow it to complete the programme of exhibitions and events supported by the Russkiy Mir Foundation. In order to maintain reserves, and to continue to operate the cultural centre until the expiry of the present lease in June 2013, a modest increase in subscriptions was introduced from September 2011.

Details of any deficit

Donated facilities and services (if any)

Other optional information

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

X 

X



Full name(s)

Jennifer Carr

Svetlana Shevchenko

Position (e.g. Chair)

Chairperson

Secretary

Date

16 December 2011

Receipts and payments accounts

For the period from	Period 1			to	Period 2		
	Day	Month	Year		Day	Month	Year
	1	Sept	2010		31	August	2011

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	7,623	23,557			31,180	6,752
Legacies					-	
Grants					-	
Receipts from fundraising activities	1,387				1,387	5,802
Gross trading receipts	14,977				14,977	11,933
Income from investments other than land and buildings	6	256			262	362
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
					-	
A1 Sub total	23,993	23,813	-	-	47,806	24,849
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	23,993	23,813	-	-	47,806	24,849
A3 Payments						
Expenses for fundraising activities	607				607	1,936
Gross trading payments	9,514				9,514	7,342
Investment management costs					-	
Payments relating directly to charitable activities	3,999	23,685			27,684	18,921
Grants and donations					-	
Governance costs:						
Audit / independent examination	100	150			250	250
Preparation of annual accounts					-	
Legal costs					-	
Other					-	25
					-	
A3 Sub total	14,220	23,835	-	-	38,055	28,474
A4 Payments relating to asset and investment movements						
Purchases of fixed assets		74			74	66
Purchase of investments					-	
A4 Sub total	-	74	-	-	74	66
Total payments	14,220	23,909	-	-	38,129	28,540
Net receipts / (payments)	9,773	(96)	-	-	9,677	(3,691)
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	9,773	(96)	-	-	9,677	(3,691)

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	19,870	8,116			27,986	31,677
	Surplus / (deficit) shown on receipts and payments account	9,773	(96)			9,677	(3,691)
						-	
						-	
	Cash and bank balances at end of year	29,643	8,020	-	-	37,663	27,986


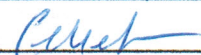
(Agree balances with receipts and payments account(s))

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

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

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

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

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
X		JENNIFER CARR	16.12.11
X		SUETLANA SHEVCHENKO	16.12.11

Section C Notes to the Accounts

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

--

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
--	---

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	£

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	4,930				4,930	4,315
Donations	2,693	23,557			26,250	2,437
					-	
					-	
Total	7,623	23,557	-	-	31,180	6,752

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 £
					-	
					-	
					-	
					-	
					-	
					-	
Total	-	-	-	-	-	-

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	2,756				2,756	3,731
Wages		3102			3,102	
Scotland-Russia Institute running costs		20,583			20,583	14,808
Lecture and events programme	1,243				1,243	382
					-	
					-	
					-	
					-	
Total	3,999	23,685	-	-	27,684	18,921

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
Set out on pages

Charity name THE SCOTLAND-RUSSIA FORUM							
Registered charity number SC038728							
Period start date				Period end date			
Day	Month	Year		Day	Month	Year	
1	September	2010	to	31	August	2011	
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's trustees consider that the audit requirement of Regulation 10(1) (d) 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

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:

Aed Scott CA

Date:

16 December 2011

Name:

Aed Scott CA

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

Chartered Accountant

Address:

*10 Craighall Court
Edinburgh
EH6 4R4*