



Trustees' Annual Report for the period

Period start date				Period end date			
	Day	Month	Year		Day	Month	Year
From	1	Sept	2011	To	31	August	2012

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

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		
2	Ian McGowan	Treasurer		
3	Svetlana McMahan	Secretary		
4	Peter France			
5	Andrei Rogatchevski		From 16 Dec 2011	
6	Joe Wake			
7	Helen Williams			
8	Alexandra Smith			
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
Sally Fraser	To 16 December 2011

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 monthly 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

At the end of the year the Forum's membership stood at 306, a small decrease compared with the previous year. The Forum's activities were again focused on its cultural centre, the Scotland-Russia Institute, which attracted over 3,000 visitors in 2011-12. The information on the Forum's website continued to expand and had 70,174 hits during the year. The year's programme of exhibitions included the very popular 'Yuri Gagarin and the Dawn of Space Exploration' as well as exhibitions of works by Russian and British artists on Russian themes. The exhibition 'Soviet Grand Designs' was accepted as an event in the 2012 Edinburgh Art Festival. The year's lecture programme included talks on the writers Lermontov, Chekhov and Nabokov, and other literary topics, early Christian and Byzantine icons, and the situation in Russia following the Presidential election of 2012. Other activities ranged from an innovative drama production of Gogol's 'Dead Souls', to a workshop on Russian abstract art for children, and an event 'UK-Russian Relations Today' held in association with the Edinburgh Festival of Politics. Classes in the Russian language for various levels of ability continue to be popular and were held throughout the year. The Forum continued to support the teaching of Russian in schools, and arranged for 'Russian Clubs' and language 'taster classes' to be held in a number of primary schools. The Forum is leading a campaign to keep school examinations in Russian in Scotland, following the decision by the SQA to abandon National Courses in Russian in 2015. Two issues of the Scotland-Russia Forum *Review* were published during the year, and the monthly e-mail bulletin was circulated to over 1,000 members and non-members with information on events and activities relevant to the Forum's objects. A further 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 deficit of £7890 in unrestricted funds for the year, the Forum held unrestricted funds of £21753 at the year end which will support the Forum's general activities in the coming year, including a move to new accommodation on the expiry of the present lease in June 2013. The Forum held a total surplus of £7422 in restricted funds, which will allow it to complete a programme of events supported by donors and meet its employment obligations. In order to maintain reserves, a modest increase in subscriptions was introduced from September 2011, but there is no intention to increase subscriptions further in the immediate future.

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) *		
Full name(s)	Jennifer Carr	Svetlana McMahon
Position (e.g. Chair)	Chairperson	Secretary
Date	14 December 2012	

Receipts and payments accounts

For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	1	Sept	2011		31	August	2012

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	6,151	7,551			13,702	31,180
Legacies					-	
Grants					-	
Receipts from fundraising activities	759				759	1,387
Gross trading receipts	12,831				12,831	14,977
Income from investments other than land and buildings	180				180	262
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
					-	
A1 Sub total	19,921	7,551	-	-	27,472	47,806
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	19,921	7,551	-	-	27,472	47,806
A3 Payments						
Expenses for fundraising activities	23				23	607
Gross trading payments	10,539				10,539	9,514
Investment management costs					-	
Payments relating directly to charitable activities	17,099	8,049			25,148	27,684
Grants and donations					-	
Governance costs:						
Audit / independent examination	150	100			250	250
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
					-	
A3 Sub total	27,811	8,149	-	-	35,960	38,055
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	74
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	74
Total payments	27,811	8,149	-	-	35,960	38,129
Net receipts / (payments)	(7,890)	(598)	-	-	(8,488)	9,677
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	(7,890)	(598)	-	-	(8,488)	9,677

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	29,643	8,020			37,663	27,986
	Surplus / (deficit) shown on receipts and payments account	(7,890)	(598)			(8,488)	9,677
						-	
	Cash and bank balances at end of year	21,753	7,422	-	-	29,175	37,663

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

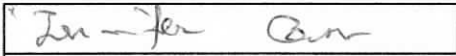

B2 Investments	Details	Fund to which asset belongs	Market valuation	Last year
			to nearest £	to nearest £
		Total	-	-

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	14.12.12
	SUETLANA McMAHON	14.12.12

Section C Notes to the Accounts

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

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	Type of activity or project supported	Individual / institution	Number of grants made	£
C2 Grants				
		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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	Authority under which paid	£
C3b Trustee remuneration - details		

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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		Number of trustees	£
C4b Trustee expenses - details	Travel to attend committee meetings	1	22

	Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)
C5 Transactions with trustees and connected persons				

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	5,254				5,254	4,930
Donations	897	7,551			8,448	26,250
Total	6,151	7,551			13,702	31,180

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	4,676				4,676	2,756
Wages		4,296			4,296	3,102
Scotland-Russia Institute running costs	11,229	3,753			14,982	20,583
Lecture and events programme	1,194				1,194	1,243
					-	
					-	
					-	
					-	
					-	
Total	17,099	8,049	-	-	25,148	27,684

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	2011	to	31	August	2012	
Set out on pages					(remember to include the page numbers of additional sheets)		
1-4, RP 1-4							

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

- 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:
Name:
Relevant professional qualification(s) or body (if any):
Address:

<i>A W Scott</i>	Date:	14 December 2012
A W SCOTLAND		
C.A.		
10 Gairloch Crescent Edinburgh EH6 4RT		