

**Trustees' Annual Report for the period**

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	1	Sept	2012		31	August	2013

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**

Summerhall

1 Summerhall

Edinburgh

Postcode **EH9 1PL****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	Sheila Sim	Secretary	From 14 Dec 2012	
4	Andrei Rogatchevski			
5	Joe Wake			
6	Helen Williams			
7	Alexandra Smith			
8	Varvara Bashkirova		From 19 March 2013	
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
Peter France	To 14 December 2012
Svetlana McMahon	To 14 December 2012

## 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 lectures and exhibitions, 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, until the lease on the premises expired in June 2013. The Forum's events, language classes and library are now managed from office accommodation in Edinburgh's Summerhall arts complex.

## 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 269. For the first half of the year the Forum's activities were again focused on its cultural centre, the Scotland-Russia Institute. With the expiry of the lease on the Institute's premises the priority moved to the Forum's online presence while also continuing activities such as the encouragement of interest in Russian language and culture in Scotland's schools through 'Russian Clubs' and language 'taster classes'. Adult classes in the Russian language for various levels of ability continue to be popular and were held throughout the year. The Forum's library is now held in its administrative office, and is regularly open to users. The Forum continued to arrange placements for English-speaking language assistants in Russian universities. The programme of exhibitions and talks featured wooden churches in the Russian North, the Soviet cinema in Edinburgh, the new Russian opposition, and magic tales in Russian literature. The display of a diorama of the Battle of Borodino marked Napoleon's Russian campaign in 1812. Receptions were held for Russian-speaking students attending the University of Edinburgh and to mark the Russian festival of Maslenitsa (Shrove-tide). A Russian quiz 'Chto? Gde? Kogda?' ('What? Where? When?') was a successful innovation. 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 £5562 in unrestricted funds for the year, the Forum held unrestricted funds of £16191 at the year end which will support the Forum's general activities in the coming year. The Forum held a total surplus of £3560 in restricted funds, which will allow it to maintain its activities supported by donors. 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

[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

<b>Signature(s)</b>		
<b>Full name(s)</b>	Jennifer Carr	Sheila Sim
<b>Position (e.g. Chair)</b>	Chairperson	Secretary
<b>Date</b>	11 December 2013	

Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	1	Sept	2012		31	August	2013

**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	4,104	1,000			5,104	13,702
Legacies					-	-
Grants					-	-
Receipts from fundraising activities	486				486	759
Gross trading receipts	11,866				11,866	12,831
Income from investments other than land and buildings	136				136	180
Rents from land & buildings					-	-
Gross receipts from other charitable activities	1,534				1,534	-
					-	-
<b>A1 Sub total</b>	<b>18,126</b>	<b>1,000</b>	<b>-</b>	<b>-</b>	<b>19,126</b>	<b>27,472</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>18,126</b>	<b>1,000</b>	<b>-</b>	<b>-</b>	<b>19,126</b>	<b>27,472</b>
<b>A3 Payments</b>						
Expenses for fundraising activities	58				58	23
Gross trading payments	7,821				7,821	10,539
Investment management costs					-	-
Payments relating directly to charitable activities	15,659	4,762			20,421	25,148
Grants and donations					-	-
Governance costs:						
Audit / independent examination	150	100			250	250
Preparation of annual accounts					-	-
Legal costs					-	-
Other					-	-
					-	-
<b>A3 Sub total</b>	<b>23,688</b>	<b>4,862</b>	<b>-</b>	<b>-</b>	<b>28,550</b>	<b>35,960</b>
<b>A4 Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>A4 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>23,688</b>	<b>4,862</b>	<b>-</b>	<b>-</b>	<b>28,550</b>	<b>35,960</b>
<b>Net receipts / (payments)</b>	<b>(5,562)</b>	<b>(3,862)</b>	<b>-</b>	<b>-</b>	<b>(9,424)</b>	<b>(8,488)</b>
<b>A5 Transfers to / (from) funds</b>						
					-	
<b>Surplus / (deficit) for year</b>	<b>(5,562)</b>	<b>(3,862)</b>	<b>-</b>	<b>-</b>	<b>(9,424)</b>	<b>(8,488)</b>



**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	£
<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
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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 to attend committee meetings	1	44

**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	3,485				3,485	5,254
Donations	619	1,000			1,619	8,448
<b>Total</b>	<b>4,104</b>	<b>1,000</b>			<b>5,104</b>	<b>13,702</b>

## 2 Grants

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

## 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 £
Refunds: rent deposit and electricity	1,534				1,534	
					-	
					-	
					-	
					-	
					-	
					-	
<b>Total</b>	<b>1,534</b>	-	-	-	<b>1,534</b>	-

## 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	3,338				3,338	4,676
Scotland-Russia Institute running costs incl. wages	9,803	2,426			12,229	19,278
Lecture and events programme	2,518				2,518	1,194
Return of unspent Russii Mir funds		2,336			2,336	
<b>Total</b>	<b>15,659</b>	<b>4,762</b>	-	-	<b>20,421</b>	<b>25,148</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	to	Day	Month	Year
1	September	2012		31	August	2013

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

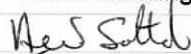
In the course of my examination, no matter has come to my attention

- 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:



Date:

11 December 2013

Name:

A. W. SCOTT

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

CA

Address:

10 Craighall Court  
Edinburgh  
EH6 4RT