

SCOTLAND-RUSSIA FORUM

TRUSTEES REPORT FOR THE YEAR ENDED 31 AUGUST 2018

The trustees present their report and financial statements for the year ended 31 August 2018.

The financial statements have been prepared 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)(d) of the Accounts Regulations does not apply. Consequently, an Independent Examiner has been appointed to undertake an examination in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006.

Objectives and activities

The Forum's purpose is 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 the voluntary services of the said countries and through the creation of educational and cultural contacts of all kinds between the peoples of these countries.

The Forum arranges lectures, publishes a magazine "The Forum" twice a year, circulates a monthly information bulletin by email and provides information through its website and social media, promotes Russian studies in schools, recruits English Language Assistants for Russian universities, and runs adult language classes and a lending library. The Forum's activities are managed from office accommodation in Edinburgh's Summerhall arts complex.

Achievements and Performance

1. Membership: at the end of the year membership stood at 166
2. Events:
 - A workshop for schools at Glasgow University in Sept 2017. Teachers from 12 schools and other teaching professionals heard presentations on Russian, Polish, Czech and Hungarian. Several clubs and classes have been set up as a result and the SRF have added pages on Russian, Polish and Czech teaching materials to its website.
 - Talks on "Russia: Past and Future" by author Angus Roxburgh; on Russian links by the Economic Counsellor at the UK Embassy in Moscow; on Russian Gardens (Sheila Sim); and on the founder of Amnesty's first Moscow office, Marjorie Farquharson.
 - Screenings in Edinburgh of Moscow theatre productions of "Uncle Vanya" and "The Black Monk", filmed by StageRussia.
 - Partners this year included Glasgow University and Glasgow City Council, the NLS and Cable Magazine, StageRussia, Edinburgh University and Amnesty International Bookshop.
3. Social programme: Monthly conversation group meetings continued throughout the year, since Oct 2017 at a new venue (Café de la Poste).
4. Information: The mailing list for our e-bulletins was cut from 1200 to c400 in the summer after those not responding to GDPR messages were removed from the list. Numbers had risen to nearly 500 by the end of August 2018. Our other information channels – the SRF website, Facebook, and Twitter – continued to grow. We published two issues of the magazine "Forum", in January and June 2018. Back copies of the e-bulletins and the magazine are available for download on our website (www.scotlandrussiaforum.org/archive.html#newsarchive).
5. Russian in schools: Apart from the workshop (see Events above) we took our "taster" presentation to primary and secondary schools in Edinburgh and Glasgow this year and attended SCILT events. We were delighted to receive a £2000 grant from the Future of Russia Foundation, and plan to use this to write Russian language and culture materials for the British Council's SchoolsOnline website, to be promoted in Scottish (and other UK) schools after that.
6. Library: We received some excellent donations of books to the library but very few borrowers. The committee and librarian have therefore decided to dispose of the library collection in 2018-19.
7. Language classes: SRF Russian classes for adults offer tuition at all levels and are very well received by students. They are organised by the tutors. Details on www.scotlandrussiaforum.org/srfclasses.html.

Financial Review

The Forum's main source of income is from membership subscriptions and philanthropic donations. The trustees' current policy has been to apply these funds to the organisation of the Forum's activities and to ensure that the charity's income and expenditure are in balance, taking one year with another. This policy has not been achieved in

recent years, leading to a deficit in 2017-18 and an expected further deficit of the same order in 2018-19 financed from reserves.

Total expenditure for the year ended 31 August 2018 was £5,651. After annual income from subscriptions, including Gift Aid payments of £376 for the year 1 September 2016 to 31 August 2017 from the HMRC, the deficit for the year was £2,245. At the year end, the charity's unrestricted reserves amounted to £12,505¹.

In addition, in April 2018, the Forum received a grant of £2,000 from the Future of Russia Foundation towards our work encouraging the study of Russian in schools. This is kept in a restricted fund and will be spent in the current or future financial years.

In their 2016-17 report the trustees noted that in the course of 2018 they would review the Forum's activities in the light of expected levels of income, particularly in the context of apparent reducing membership numbers, in order to recommend appropriate action to the members at the following AGM. The trustees have accordingly issued a separate report to the members on the future of the Forum and expect to take appropriate steps thereafter in the light of the members' views.

Structure and Governance

The Forum is a charitable incorporated association and governance arrangements are set out in its constitution. Recognition as a Scottish Charity was gained on 20 September 2007. The Forum was incorporated as a Scottish Charitable Incorporated Organisation (SCIO) on 20 May 2016.

The structure of the Forum consists of the members – who have the right to attend members' meetings (including any AGM) - and have important powers to appoint members of the board as well as taking decisions on changes to the constitution itself; and the board – who hold regular meetings and generally control the activities of the Forum. For example, the board is responsible for monitoring and controlling the financial position of the Forum. The minimum number of board members is three and the maximum is eight. Members of the board act as the charity's trustees and are appointed or reappointed by the members at the Forum's annual general meeting. The Board also has the power to co-opt other members of the Forum as trustees. One third of the trustees stand down at each AGM and any member may stand for election in their place.

Voting and terms of office are governed by the constitution, which was most recently altered on 28 October 2015 and can be found at https://www.scotlandrussiaforum.org/uploads/6/0/0/0/60006689/srf_scio_constitution_2015.pdf

Reference and administrative information

Charity Name	The Scotland Russia Forum
Charity Number	SC038728
Registered Office	Summerhall, 1 Summerhall, Edinburgh EH9 1PL
Independent Examiner	A.W.Scotland ICAS
Bankers	Bank of Scotland
	Trustees

The trustees who served during the period were as follows:

David Brew, Jennifer Carr (chair), James Patterson (treasurer), Sheila Sim (secretary), Alexandra Smith (resigned 16.3.2018; coopted 18.4.2018), Margaret Tejerizo, Joseph Wake (resigned 16.3.2018)

Trustees who have joined/ resigned since 1.9.2018:

Joined: Margarita Vaysman (Sept 2018), Peter Harvey (Dec 2018)

Resigned: James Patterson (Nov 2018)

¹ Income and expenditure figures differ slightly from those in the OSCR accounts due to technical accounting rules that treat figures differently such as refunds of overpayments and separation out of the Independent Examiner's fee of £200. The annual deficit and the end of year reserves are the same.

SCOTLAND RUSSIA FORUM: Reporting Year 2017/2018 - Receipts, Payments & Balances

September'17 - August'18	Receipts					Payments						
Balance brought f'w'd	£14,750	Subscriptions	Restricted Donations	Deposits	Fundraising	Premises	Print/ stationery	IT/ Comms	Events	Other	Total	Comments
September 2017	£1,130					£0	£76	£21	£467	£10	£574	Other: overpaid subscription reimbursement
October 2017	£150					£377	£0	£252	£11	£35	£675	Other: overpaid subscription reimbursement
November 2017	£155					£188	£0	£145	£216	£0	£548	
December 2017	£445					£0	£67	£10	£28	£200	£306	Other: Independent Examiner fee
January 2018	£110			£376		£377	£46	£49	£351	£72	£894	Dep: GA payment HMRC for 2016/17; AGM deposit £72
February 2018	£165			£117		£188	£1	£10	£202	£0	£402	
March 2018	£115					£0	£76	£11	£40	£87	£214	AGM room rent final deposit: £87
April 2018	£189		£2,000			£377	£21	£11	£30	£0	£439	Future of Russia grant: £2,000
May 2018	£0					£393	£0	£12	£0	£0	£405	Premises includes insurance premium of £204.24
June 2018	£136					£0	£104	£23	£239	£0	£365	
July 2018	£0					£377	£45	£11	£0	£0	£432	
August 2018	£480					£188	£0	£70	£300	£0	£558	
Totals for each category	£3,075	£2,000	£493	£0	£2,464	£436	£625	£1,884	£404	£5,813		
Total receipts	£5,568											
Subtract payments from receipts	£5,813											
Net surplus for year (net deficit)	-£245											
Balance carried f'w'd	£14,505											
Imprest balance 31.08.18	£1											
Adjusted balance f'w'd	£14,504											
Actual balance 31.08.18	£14,504											

