

JAPAN SOCIETY OF SCOTLAND

Annual report and financial statements

For the year ended

31 December 2022



Honorary President

His Excellency, the Japanese Ambassador

Honorary Vice President

The Consul-General of Japan in Edinburgh

Patron

Lord Charles Bruce



ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

CONTENTS

Trustees' annual report	3 - 6
Independent examiner's report.....	7
Statement of receipts and payments	8
Statement of balances	9
Notes to the financial statements	10 - 11

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2022

The trustees present their report and financial statements together with the independent examiner's report for the year ended 31 December 2022.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity name	The Japan Society of Scotland	
Charity number	SC037309	
Contact address	23 Main Street Low Valleyfield Dunfermline KY12 8TF	
Website address	www.japansocietyofscotland.org.uk	
Current trustees	Prof. Ian Gow OBE ORS Dr Helen Parker Alex Donald Callum Farquhar OBE David Russell Kathrine Gow Caroline Marshall	Chair Vice Chair Secretary Treasurer Membership Secretary Co-opted 21/11/2021
Other trustees who served during the year	< None >	
Bankers	Bank of Scotland plc 38 St Andrew Square Edinburgh EH2 2AD Shawbrook Bank Ltd Lutea House Warley Hill Business Park The Drive Great Warley Brentwood CM13 3BE	
Independent examiner	Michael Brougham MCBI FCIE 3 Lyne Grove Crossford Dunfermline KY12 8YB	

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2022

STRUCTURE GOVERNANCE AND MANAGEMENT

Governing document

The Japan Society of Scotland ("the Society") is an unincorporated association governed by its constitution last revised in November 2013. It was granted charitable status and became a Scottish Charity on 28 March 2006.

Appointment of trustees

Trustees, who for serve for a period of one year, are elected by the members of the society at the Annual General Meeting, but may then be re-elected. The minimum number of trustees is four.

Any newly appointed trustees are advised of the constitution, objectives and activities of the Society, and their responsibilities under the Charities & Trustee Investment (Scotland) Act 2005. A comprehensive induction pack is provided to all new trustees.

Risk assessment

The trustees regularly review the risks faced by the Society. The trustees accept that the Society is dependent upon receiving sufficient funding and donations to enable it to continue to work towards achieving its objectives. Fund raising opportunities are explored to ensure that this remains the case.

OBJECTS AND ACTIVITIES

The Society's object is to promote Scotland – Japan relations, specifically:

- to promote learning and advance education in the subject of and with regard to Japan;
- to promote the study of Japan and its people in all their aspects, traditional and modern, and to make the results of such study more accessible to the general public;
- to promote the study of Scotland and its culture by Japanese people and to further educational exchanges between Scotland and Japan; and
- the advancement of public education in Japanese and Scottish culture and arts by means of, but not limited to, the provision of grants and awards and the establishment of scholarships.

ACHIEVEMENTS AND PERFORMANCE

We were delighted to be able to host a number of online lectures during the year starting in February at our AGM with Mairi Ar buckle zooming in from Japan talking about Japanese individuals sent to Scotland for training in technology, especially engineering. Ian Buchanan-Smith focussed on the two-way train of thought between Scotland and Meiji Japan and some lesser-known but extremely important and influential Scots. Paul Furneaux gave us a great talk on how he developed his interest in Japan, in Japanese art and especially his work on watercolour woodblock printing (Mokuhanga). Dr Luke Gartlan of the University of St Andrews, an acknowledged international authority on the history of photography in Japan, gave an excellent illustrated talk on the business of photographic portraiture and concentrating particularly on the period from 1860s to the 1890s.

We were delighted to host our first face-to-face lecture since the pandemic in November given by Prof Alan Spence who has published two written novels on Japan based on actual historical figures. His third historical novel, which will be published shortly, is on Reginald Horace Blyth, Mister Timeless Blyth, famous for his works on Japanese culture especially Zen and Haiku, which will clearly demonstrate Alan's own deep knowledge and writing of Zen and Haiku.

In February, working together with the Consulate General of Japan in Edinburgh, Asia Scotland Institute (ASI) and the All-Party Scottish Parliamentary Group (APSPG) on Japan, we coordinated three seminars based around recent important UK-Japan agreements announced on Trade; Defence and Security; and Science and Technology.

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2022

We arrange talks for schools throughout Scotland who have decided to study Japan as part of their curriculum because of the increased interest brought about by the 2019 Rugby World Cup and the Tokyo Olympics. During the past year, some of these were held online, but after the summer holidays many were held in person. We delivered 30-minute presentations on food and drink; transport; temples and shrines; and recovery after the tsunami to nine schools in Aberdeenshire, Clackmannanshire, East Dunbartonshire, Fife, Inverclyde, Midlothian and North Lanarkshire.

The James T Howat Charitable Trust was set up by previous president and long-time supporter of our society, James Thom Howat, who had a long association with and a love of Japan and its people during his lifetime. The trust supports many organisations including ourselves. Supported by £2K income from the trust annually, we helped schools and youth groups with the purchase of resources that helped to promote a better understanding of Japan and its culture and customs to Scottish young people.

The Society sponsors an award each year for the most outstanding student studying Japanese in Scotland and as the University of Edinburgh is the only one offering full degree courses, it is their best student who wins the prize. This year's winner was Felix Deere, who graduated from the MA Honours in Japanese programme in July 2022 with First Class Honours, and distinction in spoken Japanese.

Membership

Category	2022	2021
Individual	26	22
Family	40	38
Student	4	4
Corporate	1	1
Honorary	3	3
Scholars	-	-
	74	68

FINANCIAL REVIEW

Overview

The principal sources of income continue to be membership fees, grants and contributions towards the cost of events. The following is a summary of our cash movements for the year:

	Unrestricted Fund	Restricted Funds	Total 2022	Total 2021
	£	£	£	£
Receipts	7,848	50	7,898	3,300
Payments	5,505	-	5,505	2,257
Surplus for the year	2,343	50	2,393	1,043

Reserves policy

The trustees consider that around £10,000 is an appropriate level of reserves to hold in order to maintain its programme and to provide additional opportunities for Scottish students to study Japanese. Reserves at the year-end were £16,198 (2021: £13,955) which is higher than the target range.

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2022

FUTURE PLANS

Having enjoyed a very successful Bonenkai in December 2022, we have plans to organise many more face-to-face meetings during 2023, whilst continuing to offer online facilities to our members. We hope to work closely with the Consulate-General's office and with JETAA Scotland to promote our activities.

APPROVAL

This report was approved by the trustees on 09 January 2023 and signed on their behalf by:

Jan Gow

Prof. Ian Gow OBE ORS

Chair

INDEPENDENT EXAMINER'S REPORT

FOR THE YEAR ENDED 31 DECEMBER 2022

Independent examiner's report to the trustees of Japan Society of Scotland

I report on the accounts of the charity for the year ended 31 December 2022, which are set out on pages 8 to 11.

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) Act 2005 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended) ("the 2006 Regulations"). The trustees consider that the audit requirement of Regulation (10)(1)(d) of the 2006 Regulations does not apply.

It is my responsibility to examine the accounts under section (44)(1)(c) of the 2005 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 2006 Regulations. 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 view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter came 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 Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Regulationshave 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.

Michael Brougham

Michael Brougham MCBI FCIE

3 Lyne Grove

Crossford

Dunfermline

KY12 8YB

16 January 2023

STATEMENT OF RECEIPTS AND PAYMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

	Note	Unrestricted Fund	Restricted Funds	Total 2022	Total 2021
Receipts		£	£	£	£
Donations					
Membership subscriptions		790	-	790	1,020
Grants					
James T Howat Charitable Trust		2,000	-	2,000	2,000
Japanese Government		4,500	-	4,500	-
Investment income					
Bank interest		58	50	108	280
Charitable activities					
Member events		500	-	500	-
		7,848	50	7,898	3,300
Payments					
Charitable activities					
Member events		1,414	-	1,414	294
Printing, postage and stationery		494	-	494	608
Travel expenses		441	-	441	45
Website		239	-	239	-
Sundries		89	-	89	133
Grants	5	2,798	-	2,798	1,177
Governance costs					
Gift in lieu of IE fee		30	-	30	-
		5,505	-	5,505	2,257
Surplus for the year		2,343	50	2,393	1,043

The Notes on pages 10 to 11 form an integral part of these accounts.

STATEMENT OF BALANCES

AS AT 31 DECEMBER 2022

	Unrestricted Fund	Restricted Funds	Total 2022	Total 2021
Funds reconciliation	£	£	£	£
Balance 01 January 2022	14,055	14,475	28,530	27,487
Surplus for the year	2,343	50	2,393	1,043
Balance 31 December 2022	16,398	14,525	30,923	28,530
Bank and cash Balances				
Current account			5,535	3,250
Term deposit			25,388	25,280
			30,923	28,530
Other assets				
Debtors	-	-	-	-
Liabilities				
Creditors	200	-	200	100

The Notes on pages 10 to 11 form an integral part of these accounts.

These accounts were approved by the trustees on 09 January 2023 and signed on their behalf by:

Jan Gow

Prof. Ian Gow OBE ORS
Chair

Callum Farquhar

Callum Farquhar OBE
Treasurer

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

1. Basis of preparation

These accounts have been prepared on the receipts & payments basis in accordance with:

- (a) The Charities and Trustee Investment (Scotland) Act 2005
- (b) The Charities Accounts (Scotland) Regulations 2006 (as amended)

There have been no changes to the basis of preparation or to the previous year's accounts.

2. Fund accounting

- (a) Unrestricted funds are those that can be expended at the discretion of the trustees in the furtherance of the objects of the charity.
- (b) Restricted funds are those that may only be used for specific purposes. Restrictions arise when specified by the donor, or when funds are raised for specific purposes.
- (c) The purposes of the funds are shown in Note 8.

3. Taxation

- (a) The charity is not liable to corporation tax or capital gains tax on its charitable activities.
- (b) The charity is not registered for VAT, thus all costs are shown inclusive of VAT charged.

4. Trustee remuneration

No remuneration or other benefits were paid to any of trustees during the year, or in the previous year.

5. Trustees' expenses

	2022		2021	
	No of Trustees	Amount £	No of Trustees	Amount £
Travelling expenses	2	441	1	45

6. Transactions with related parties

There were no transactions with related parties during the year or in the previous year.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

7. Grants

	2022	2021
	£	£
Balmedie Primary School	175	287
Clober Primary School	500	-
Doonfoot Primary School	158	-
Kirkwall Grammar School	692	-
School resources	297	290
Scout Association	976	600
	2,798	1,177

All grants were made to encourage learning about Japanese cultures and customs.

8. Purpose of funds

General fund	An unrestricted fund for use at the discretion of the trustees in furtherance of the objects of the charity.
Scholarship fund	Grant funding received from Abrdn plc (formerly Aberdeen Standard Investments) in support of the Thomas Blake Glover ASI Scholarship, created by the Society to support young people from Scotland, who are to undertake an in-depth study of Japan to help start the careers of Japanese specialists of tomorrow.