

CONFIDENTIAL

MRS THATCHER

A fortnight ago shortly after you had spoken to Douglas Hurd I spent an hour or so with him discussing preliminary arrangements for Number Ten.

As far as the short term is concerned I formed the impression that the Political Office is better prepared now than it was in 1970.

The following principal points, mainly fundamental and self evident, arose from our conversation:-

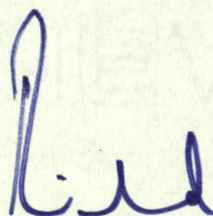
- ✓ 1. The Palace need to know our telephone numbers and we theirs on May 4th. They didn't in 1970.
2. Contact must be established on the morning of Friday May 4th with Ken Stowe. It wasn't with his predecessor of the time.
But many counts don't make sense until you may not know.
3. Similarly when the outcome of the Election is clear contact should be made with Tom McNally - Callaghan's Political Secretary, now a Labour Candidate in Stockport. Such communication will facilitate removals. This did not occur with Lady Falkender in 1974 since Hurd regarded her with suspicion. McNally is supposedly a different kettle of fish.
4. Courtesy must be afforded to the Callaghans'. They should be offered Chequers, although with the Sussex farm they are unlikely to require use of an official residence.
No hurry for No. 10 in Chequers, I should have known to move.
5. Your domestic arrangements - housekeeping, food and family requirements should be made known to Number Ten Staff immediately.
6. Douglas underlined how crucial it was that I should take hold of the Political Secretary's Office next to the Cabinet Room. It should not at any cost be grabbed by the the Civil Service.
Speed up
7. It was also necessary to have someone working with me from CRD on a six monthly turnover. Douglas told me the correspondence was too large to cope with single handed. May I have your permission to approach Adam Ridley about this point? *Yes - no*
8. In 1970 Douglas had not insisted on seeing MP's correspondence. He regarded this as an error. We should at least have sight of them as should your PPS.
Speed up

✓ 9. Douglas underlined the importance of my attending weekly Party meetings held by the Lord President, Party Chairman and Director of the CRD.

✓ 10. He also advised that I should attend PMQ briefing (twice a week) in order to keep abreast of what you were thinking and also to feed in Party information.

11. Your Political Office should be on hand to advise about guest lists for dinners etc.

✓ 12. Finally, I should accompany you on all domestic political tours.



Richard Ryder

13 April