

7A.

- 1. Mr. Fucker
- 2. Mr. Barclay ^{sub} 20/11

Robin Butler

cc. Bernard Ingham

To note. I explained to Mr. Alison the particular circumstances which made it appropriate for the PM to sign the reply to Mr. Leigh.

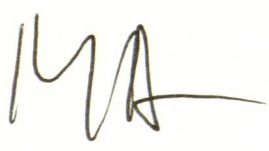
FRB 26.11.

The Prime Minister mentioned this morning that she was snowed under with papers, and that some of the work she was being given to sign could possibly be dealt with by Departments, having been acknowledged by Private Secretaries here.

I attach a copy of a letter which I have taken from "Second Carbons" which I think is quite a good example.

As the Prime Minister's time is precious, and she has such an enormous workload, I do think it important to minimise on letters for signature, etc. wherever possible.

3. Mr Alison



Up till now it has been the standard practice for the PM to acknowledge letters from MPs which we were transferring to other Depts. That meant that any MP who wrote to the PM got either an ack from her or a final reply. The only exceptions were the rule (eg D. Skinner) and the persistent (D. Athm, N. Winterton). Do you think it is acceptable for me to ack all letters, whether the final reply is to be signed by the PM or a Minister? Perhaps we can discuss it.

MICHAEL ALISON
16.11.84



10 DOWNING STREET

12 November, 1984

THE PRIME MINISTER

Dear Mr. Leigh.

Thank you for your letter of 19 October about the proposal by your firm for a Motorway Service Area on the M20 near West Kingsdown.

I understand that the Department of Transport is by no means opposed to the idea, and that what is needed now is a firm proposal from your firm.

I think you might put this directly to Lynda Chalker at the Department of Transport. As Minister of State she is taking a special interest in the provision of facilities for drivers on motorways and trunk roads.

I understand that you wrote in similar terms to the Chancellor - perhaps you could take this letter as our joint reply.

Yours sincerely

Margaret Thatcher

G.N. Leigh, Esq.