

cc: Mrs. Ryder

PRIME MINISTERVISIT TO THE CONFERENCE CENTRE

You asked to visit the Conference Centre tomorrow to settle the arrangements for the European Council in December. This is rather short notice and there is actually a Conference going on. But we have managed to arrange a visit to the main rooms which will be involved: the meeting room, the Heads of Delegations' offices and the room where it is proposed you would give a working lunch. You have already of course seen the main auditorium.

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You will be met and shown around by Michael Richardson, Head of the Presidency Secretariat in the Foreign Office and by the Business Manager of the Conference Centre. There will be other activities going on during your visit but we shall not disturb them unduly.

C.D.P.

C.D. POWELL

23 September 1986

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