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CCO

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Stephen Sherbourne
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Dear

Stephen

I encountered some serious administrative difficulties whilst in Berlin. The purpose of this letter is not to apportion blame but to set out what they were so that they do not occur again.

1. I had assumed that my ground travel in Berlin would be arranged by No 10. This was not so and I was only aware of this when I received the administrative arrangement notes from Protocol Department the morning I was due to fly off. The Chairman twice kindly offered me a lift in his car which meant three in the back and by no means ideal from a security point of view.
2. Despite ordering Deutsch Marks two weeks before my departure, they had not arrived on that morning.
3. I had no hotel booking for the Friday evening.
4. My hotel was miles away from the PM's party.
5. No arrangements had been made for me to settle my hotel bill by account, despite the promise of this and as I do not have a credit card, my bill had to be paid by Mr Tebbits' Special Branch Officers.

Some of these difficulties were merely time consuming and irritating - others had more serious consequences:

Firstly, I could not be present at the Chirac meeting or at the Kohl bi-lateral. Bernard and his team were badly let down as I had promised to keep him in touch.

The Embassy Information Officer who informed me that he was "looking after that side" did not in fact contact the Press Office at No 10 at all. However, I only discovered this when it was too late.

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Secondly, I was unable to get to the airport to catch up with the PMs party in order to put the PMs vanity box on the plane. I understand she needed it before I was able to bring it back.

Can I be assured that in future, I am included as part of the PM's party. I simply cannot do my job without being so.

Yours sincerely

Christine

Christine Wall