



SUMMIT: GREETING ARRANGEMENTS FOR PRESIDENT REAGAN AT THE ORANGERY ON 4 JUNE

SCENARIO FOR THE PRIME MINISTER

1. The Prime Minister and Mr Thatcher, with one Private Secretary, should come to the Kensington Palace Orangery by car, entering from Bayswater Road by the Orme Square entrance. She is expected at the Orangery at 5.35 p.m. at the latest. ~~If she wished to come five minutes earlier and look over the arrangements it would be welcome.~~
2. The Prime Minister will be met at the West End of the Orangery terrace by myself and General Eyre, GOC London District. Sir R Armstrong should also be there.
3. Assuming that President Reagan is on time (and we shall be in touch by radio) the Guard detachment will march into place at about 5.40 p.m.
4. The car convoy of President and Mrs Reagan is due to arrive from Winfield House at 5.45 p.m. It is hoped that Mrs Thatcher can greet them just at the foot of the steps as they come out of the car. The President should then introduce Mr Shultz and Mr Regan, who will come up together in the second car. The Ambassador and Mrs Price will also be in the President's car.
5. The Prime Minister should then take the President alone along the carpet to the centre of the terrace. There she should present General Eyre and turn with them to face the Guard in front of the awning with the President in the centre, the Prime Minister slightly behind to his right and General Eyre slightly behind to his left.
6. In the meantime Mr Thatcher and the Private Secretary, who should be at the back of the terrace nearby during the initial greeting, will collect Mrs Reagan, the two Ministers and the Prices and take them along the back of the terrace to a point at the West of the Orangery door. They should be in position there before the anthem is played.



7. When the Present Arms and anthem is over the Guard Commander will invite the President to inspect the Guard and he will go down to do this, going along the front rank to the right and then back along the rear rank to the left. He will be followed at a few paces distance by General Eyre and the President's ADC. The Prime Minister herself should stay on the terrace during the inspection.

8. The President will come back to the central position on the terrace with General Eyre and turn to face the Guard while they march off and give him an eyes left, followed by the band. The President will then take leave of General Eyre and the Prime Minister will lead the President into the Orangery and to the left, to the area where tea is to be served. They will be followed by Mr Thatcher escorting Mrs Reagan, the Ministers and the Princes.

9. There will be one TV camera taking a shot as the Prime Minister leads the President down the Orangery to get a view of the interior of the building. When the party settles down for tea the cameramen will leave.

10. Senior members of the President's suite, who will have been standing on the corner of the terrace during the ceremony, will follow in to the other end of the Orangery for a brief refreshment before being taken out to their cars. Sir Robert Armstrong, Sir Crispin Tickell and myself will assist them, and the Private Secretary could help too.

11. After 10 to 15 minutes - there should be no need for hurry at all in the ceremonies - ie at about 6.05 p.m. the Prime Minister should lead the President and Mrs Reagan and their party out of the main entrance of the Orangery, back along the terrace to their cars and see them off at the steps. The ceremony should be over by 6.10 to 6.15 p.m.

12. The Prime Minister's car will be ready to take her to Buckingham Palace as soon as the American motorcades have departed.

/Wet weather



Wet weather

13. In case of wet weather we are told that the President is still likely to want to go through with the ceremony. The differences will be that the party of three facing the Guard would be under the end of the awning instead of in front of it. Mrs Reagan and her party would be taken inside the Orangery by a door at the West end, to watch through the windows. If the rain was extremely heavy the President would have the option of declining to do the actual inspection of the Guard.

7 June

14. The ceremonies on 7 June will follow the same pattern, except that since Mr Thatcher will not be there Sir Robert Armstrong would be available to help the Prime Minister entertain her guests at tea. The six ceremonies will be at half-hour intervals with 8 to 10 minutes in between each one.

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