

MR WHITMORE



10 DOWNING STREET

From the Private Secretary

17 September 1981

The Home Secretary had a discussion with the Prime Minister this morning about changing the time of their weekly meetings. It was decided that these would take place at 1215 and would be followed by a lunch. The Chairman and the Chief Whip would attend the 1215 meeting and one or two members of this group would stay for the lunch. They would be joined by one or two Cabinet or Junior Ministers.

There are various Mondays between now and Christmas that do not suit the Prime Minister and I set out below the timings:-

Monday 19 October	1030 (to discuss Honours)
Monday 26 October	1045
Monday 2 November	1215 - followed by lunch
Monday 9 November	Meeting might be cancelled because of Italian bilaterals. I will confirm.
Monday 16 November	1045
Monday 23 November	1045
Monday 30 November	1215 - followed by lunch
Monday 7 December	1215 - followed by lunch
Monday 14 December	1215 - followed by lunch
Monday 21 December	1215 - followed by lunch

I am copying this letter to Murdo Maclean (Chief Whip's Office) and Miss Shirley Oxenbury (Chairman's Office).

CAROLINE STEPHENS

J.F. Halliday, Esq.,  
Home Office.



10 DOWNING STREET

*From the Private Secretary*

18 September 1981

I spoke to your office today about the Lord President attending the Prime Minister's weekly Monday meetings with the Home Secretary, the Chairman of the Party and the Chief Whip. In the past these have been at 1045. The Prime Minister now wishes to have them at 1215 followed by lunch. The group would be joined by one or two Cabinet or junior Ministers for a topical discussion.

There are various Mondays between now and Christmas that do not suit the Prime Minister for the 1215 meeting, so the timings remain as before. If the Lord President was able to attend all these meetings, bar the first one which is specifically to discuss honours, the Prime Minister would be grateful. If you have already arranged lunches for him on any of the following dates, please do not alter those arrangements, as we are not expecting each member of the group to attend every lunch.

I am sending copies of this letter to John Halliday (Home Office), Murdo Maclean (Chief Whip's Office) and Miss Shirley Oxenbury (Chairman's Office).

CAROLINE STEPHENS

David Heyhoe, Esq.,  
Lord President's Office.

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MEETINGS WITH THE PRIME MINISTER, HOME SECRETARY, LORD  
PRESIDENT, CHAIRMAN OF THE PARTY AND THE CHIEF WHIP ON MONDAYS

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Monday 19 October	1030	(to discuss Honours)
Monday 26 October	1045	
Monday 2 November	1215	(followed by lunch)
Monday 9 November		Meeting might be cancelled because of Italian bilaterals. To be confirmed.
Monday 16 November	1045	
Monday 23 November	1045	
Monday 30 November	1215	(followed by lunch)
Monday 7 December	1215	(followed by lunch)
Monday 14 December	1215	(followed by lunch)
Monday 21 December	1215	(followed by lunch)

MR WHITMORE

- 1) I have not included the Lord President in any of the Monday meetings and lunches. Can I have guidance on this please?
  
- 2) Should Mr. Pym be invited to the lunch on 9 October?

*es.*

17 September 1981