

MR. BUTLER

MR. INGHAM

MR. ALISON

MR. SHERBOURNE

MR. BARCLAY

MISS COLVIN

You will probably have seen on the diary that we are to meet with the Prime Minister at 0900 hours on Wednesday 21 December. But it would be useful if we could have a prior meeting to reduce the agenda. I hope that 0930 on Wednesday 14 December will be convenient.

I attach an agenda as it stands at the moment and would be grateful for any additions by 12 December.

ck.

5 December 1983

AGENDA FOR DIARY MEETING

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| 1. | Review refusal to attend Blue Ball | July |
| 2. | Review acceptance of Carlton Club Lecture | Monday 26 November |
| 3. | Visit to Wembley to see British Talking Book Service for the Blind | Any date |
| 4. | Open housing development for the elderly in Dartford | No date |
| 5. | Attend the British Army Equipment Exhibition, Aldershot | Monday 18 June |
| 6. | Review decision not to do a regional tour prior to the Welsh Conference | Friday 22 June |
| 7. | Attend Edinburgh Tattoo | Between 10 August - 1 September |
| 8. | Visit BP's Sunbury-on-Thames Research Station | Latter part of 1984 |
| 9. | National House-Building Council Annual Lunch (Ian Gow recommends acceptance) | December 1984 |
| 10. | Guest of Honour at Electrical Contractors Association Dinner | 12 February 1985 |
| 11. | Institute of Petroleum Annual Dinner | 1985 |