



SECRET AND PERSONAL

British Embassy
Dublin

7 December 1995

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Rod Lyne Esq - FAXED PM 07/12/95
Private Secretary
No 10 Downing Street
LONDON SW1A

Dear Rod,

PRIME MINISTER'S VISIT TO THE REPUBLIC OF IRELAND

1. Many thanks for your letter of 5 December. I am delighted to hear that this visit is going ahead.
2. I should be grateful for early advice on how many of the party should stay at Glencairn, bearing in mind the need to set up a Private Office. In addition to the master double guest suite, Glencairn can sleep five people: three in single rooms and two in a double room. There are two bathrooms so all five would have to share. Could someone please let me know whether you would wish as many as possible to sleep at Glencairn with the rest at a hotel close to the Embassy (Jury's), about 20 minutes drive from Glencairn, or whether the Glencairn overnight party should be smaller.
3. I would also be grateful for early guidance on the Private Office. There is space in an office on our landing for one Garden Room lady, one Duty Clerk and also Christopher Meyer's PA. Other alternatives would be to turn one of the larger bedrooms into an office; or to set up the office in the Embassy or the hotel.
4. One other point, I note that Mrs Major is arriving separately. My husband would be delighted to meet her and look after her.

*Yours ever,**Veronica,*

V E Sutherland

cc: W Ehrman Esq, FCO
Paul Lever Esq, Cabinet Office
Jan Polley, Cabinet Office

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