
From: Neville-Rolfe MPST [GRO]
Sent: Wed 05/08/2015 12:50:43 PM (UTC)
To: James Arbuthnot [GRO]
Cc: Neville-Rolfe MPST [GRO]
Subject: RE: Re Meeting with Baroness Neville-Rolfe

Dear Mr Arbuthnot

Many thanks for getting back to me confirming Thursday 17th September at 15:15-15:45 for a meeting with Baroness Neville-Rolfe which I am happy to confirm. The meeting will be held here at BIS, 1 Victoria Street, London SW1H 0ET. Once you arrive at BIS go to the Reception Desk where your visitors pass will be ready for your collection you will then be met and get taken to the meeting room.

We look forward to seeing you then.

Kindest Regards

Babs



Barbara Williams
Diary Manager, Baroness Neville Rolfe's Private Office
T: [GRO] [GRO]
Department for Business, Innovation & Skills 1 Victoria Street, London SW1H 0ET
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From: James Arbuthnot [GRO]
Sent: 05 August 2015 13:14
To: Neville-Rolfe MPST
Cc: James Arbuthnot
Subject: FW: Re Proposed Meeting with Baroness Neville-Rolfe

Dear Ms Williams,

Many thanks. I would certainly like to meet the Minister. May I accept the suggestion of Thursday 17th September from 15:15 to 15:45? As it happens I shall be having lunch that day in the House of Lords, so could easily meet there if she preferred. Alternatively, should I come to her office in Victoria Street?

Yours sincerely,

James Arbuthnot

From: James Arbuthnot [GRO]
Sent: 04 August 2015 22:42
To: James Arbuthnot [GRO]
Subject: Fwd: Re Proposed Meeting with Baroness Neville-Rolfe

----- Forwarded message -----

From: **Neville-Rolfe MPST** [GRO]
Date: Tuesday, 4 August 2015
Subject: Re Proposed Meeting with Baroness Neville-Rolfe
To: "[GRO]" [GRO]
Cc: Neville-Rolfe MPST [GRO]

Dear Mr Arbuthnot

Baroness Neville-Rolfe recently met with Andrew Bridgen MP, who explained that you were keen to meet with her to discuss the Post Office and the Horizon IT system. The Minister would like to invite you to meet with her perhaps sometime in September.

Can I suggest:-

Wednesday 16th September at 14:15-14:45
Thursday 17th September at 15:15-15:45
Wednesday 30th September at 10:00-10:30

I look forward to hearing from you

Kind Regards

Babs

Barbara Williams

Diary Manager, Baroness Neville Rolfe's Private Office

T: [GRO] [GRO]

Department for Business, Innovation & Skills 1 Victoria Street, London
SW1H 0ET

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The Rt Hon James Arbuthnot

[GRO]

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