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**From:** Claire Williams <clwilliams@kctmo.org.uk>  
**Sent:** 14 July 2014 16:25  
**To:** Simon Lawrence; Simon O'Connor  
**Subject:** RE: Cllr F-M coming to Grenfell - Tuesday 9.30am

Simon-s


Fab.

I see Rydon and Studio E both get mention in the Grenfell Action Group blog now – you have arrived!

**Claire Williams**  
**Project Manager**



**t:** [REDACTED]  
**m:** [REDACTED]  
**a:** The Network Hub, 292a Kensal Road, London, W10 5BE

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**From:** Simon Lawrence [<mailto:slawrence@rydon.co.uk>]  
**Sent:** 14 July 2014 16:22  
**To:** Claire Williams; Simon O'Connor  
**Subject:** RE: Cllr F-M coming to Grenfell - Tuesday 9.30am

Claire,

I've caught up with Bruce this afternoon and he will be on site around 9am with samples, etc for the Cllr's visit.

Regards

Simon Lawrence, ACIOB, MInstLM  
**Contracts Manager**

**T** [REDACTED]  
**M** [REDACTED]

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**From:** Claire Williams [<mailto:clwilliams@kctmo.org.uk>]  
**Sent:** 14 July 2014 09:10  
**To:** Simon Lawrence; Simon O'Connor  
**Subject:** Cllr F-M coming to Grenfell - Tuesday 9.30am

Dear both

Peter Maddison has confirmed that Cllr Feilding-Mellen will be on site on Tuesday morning, before our site meeting.

Can you please make sure everyone on your team is aware, and your office is business-like (as usual). He is due to meet us at your office, so perhaps Simon-s you could introduce yourselves if he arrives early?

Can you make sure that we have available for him:

- Samples (as have discussed)
- Any relevant drawings to hand, maybe the elevational drawings done for planning?
- Programme – only for reference, on the wall?

Then we will walk him to the walkway to see the sample. We have only allowed half an hour so we will be prompt, and probably with you anytime from 9am ish.

Thanks

**Claire Williams**  
Project Manager



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m: [REDACTED]

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