

Our reference: Your reference: Reply to: SCF/457/011

BOARD OF TRADE

Civil Aviation Office for Scotland
Broomhouse Drive, EDINBURGH EH11 3XE
Telephone: 031-443 4040, ext. 927

6 December 1971

Mr G F Trowbridge Town Clerk's Chambers High Street DORNOCH

Dear Mr Trowbridge

Thank you for your letter dated 3 December 1971, concerning the attendance at the Department of Trade and Industry, Fire Service Training School, Stansted, Essex of Mr H M Morrison a member of your staff.

It is confirmed that a place has been reserved on course number C.15 for Category I and II aerodrome staff, commencing on 31 January 1972 and terminating on 4 February 1972.

I have attached joining instructions for Mr Morrison including a Department of Trade and Industry route map to the Training School; Health Certificate (CA Form 870) Course Nomination and Employers Undertaking (CAFS Form 1)

The Course Nomination together with the Employers Undertaking should be completed and forwarded to:-

The Chief Fire Service Officer Department of Trade and Industry Room 314, The Adelphi John Adam Street LONDON WC2N 6BQ

The joining instructions and route plan can be given to Mr Morrison for his information, and he should hand in the completed Health Certificate to the school on arrival.

If I can be of any more assistance, please do not hesitate to phone or write.

Yours sincerely

R W BAIN AFO

for Divisional Kire Service Officer

for Controller

ENCLOSURES!

ME H. M. Morrison

BOARD OF TRADE

FIRE SERVICE TRAINING SCHOOL

Joining Instructions

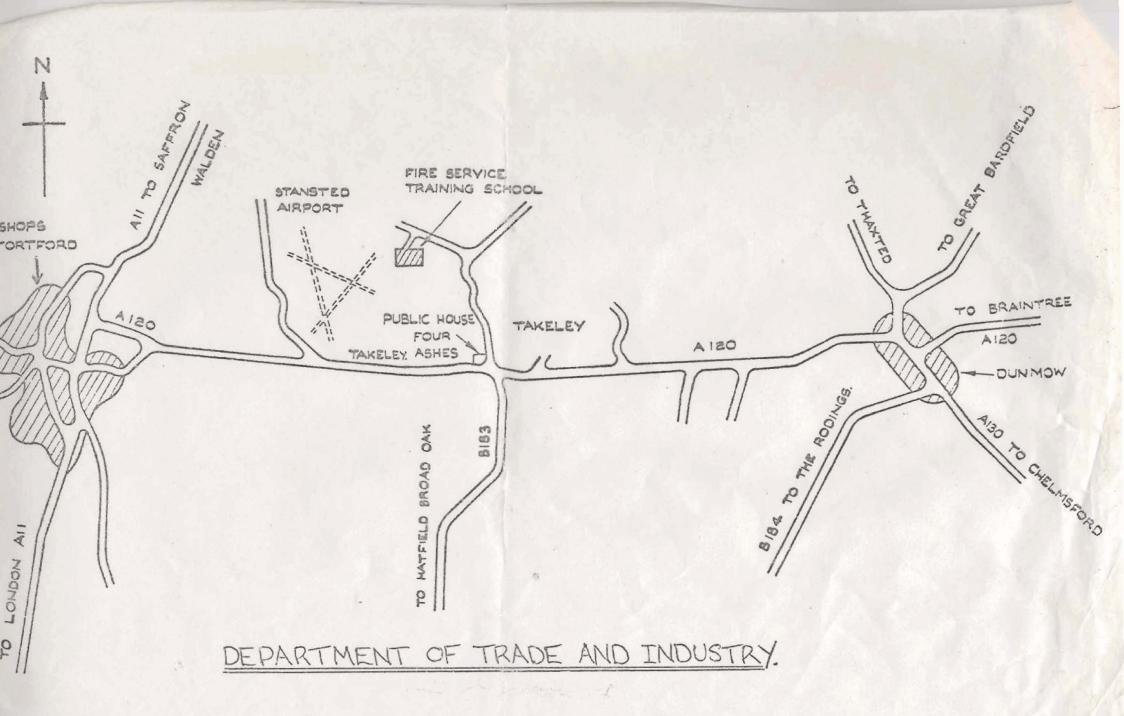
| NAME MR. H.M. MORRISON. | |
|-----------------------------------|-------------------------|
| | Assembly date: 31 1 72. |
| CHIEGORY I and II COURSE NO. C15. | Dispersal date; 4.2.72. |
| | Assembly date; |
| COURSE NO. | Dispersal date: |
| COURSE NO. | Assembly date: |
| | Dispersal date: |
| COURSE NO. | Assembly date: |
| | Dispersal date: |

- 1. Students travelling by rail should arrange to depart Liverpool Street Station, London, by either the 10.12 (arriving Bishops Stortford Station 11.08), or the 10.36 (arriving Bishops Stortford Station 11.13).
- 2. Fire Service transport will meet both these trains to convey students to the School. If transport is not in attendance when a student arrives, he should telephone the Training School (TAKELEY 226).
- 3. Students travelling by train or private transport must arrange to arrive at the School not later than 12.00 hrs.
- 4. Students should report to the Fire Service Training School General Office as soon as possible, to obtain details of the course arrangements.
- 5. In the interest of all other persons at the School, it is requested that the attached C.A. Form 870 be completed. This will be collected at the School General Office.
- 6. Students must bring with them their personal requisites, including soap and towels, necessary for the duration of the course/s, Driving Licence if held and, where applicable, their National Health Service Card.

- 7. Students in possession of undress uniform and protective clothing are requested to bring them for wear during training periods. Items of undress uniform normally include:— Uniform Trousers, Jacket, White or R.A.F./Fire Service pattern Blue Shirt and collar with Black Tie and Black Shoes. Items of protective clothing required for use during practical training include:— Fire Tunic, Trousers, Boots, Leggings, Axe, Belt and Overalls. It is advisable that students include an overcoat for use during cold weather. For off duty periods, students may wish to bring a suit of civilian clothes. Articles forwarded by public transport must be despatched in time to arrive at the Training School before the course commences.
- 8. Accommodation will be available in the Hostel, adjacent to the School premises, and includes heating, baths, bed linen, etc., but not soap or towels. Facilities for meals at moderate charges are available at the Canteen. Students requiring meals on Saturdays or Sundays must inform their Course Instructors during the last training period on the preceding Thursday in each week.
- 9. No covered accommodation is available at the School for private transport.
- 10. Correspondence for students at the School should be address to:-

Board of Trade,
Fire Service Training School,
Stansted Airport,
Stansted,
Essex.

11. The telephone number of the Training School is TAKELEY 226, but students must understand that this number should only be used when absolutely necessary. A public telephone (pre-paid coin box) is installed in the Hostel. The directory number being TAKELEY 371.



ROUTE TO THE FIRE SERVICE TRAINING SCHOOL STANSTED AIRPORT

The Manager, British Reil, The Station, INVENNESS.

Dear Sir,

I wish to make the following provisional booking for Mr. H.M. Morrison, an employee of the Town Council:-

Inverness to Euston, London - Depart Inverness 1900 hours - Sunday, 30th January, 1972, 6 2nd. Class - sleeper required.

Euston, Mondon to Inverness - Depart Euston, 1940 hours - Friday, 4th February, 1972

- 2nd. Class - sleeper required

Would you please advise me of the cost involved in order that a cheque for the amount due might be forwarded and the bookings confirmed.

Yours faithfully,

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Town Clerk.

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| Region Telephone 38 451 Telephone 38 451 Reference EO 114 Dear Sir/Medium. I thank you for your letter enclosing-conditions from Smith Land Part Control of Seeping Berth Hold Part February 19.00 Station Station Reference FO 114 Dear Sir/Medium. I thank you for your letter enclosing conditions to be in the seep of the see of the seep of the seed of the s | 2 100 1 1 2 12 | |
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| I thank you for your letter enclosing remittance for £ and have had pleasure in reserving ONE first/Second Class sleeping berth/s on the \$2020 train from Custon to Inverness. Sleeping berth ticket/s numbered is/are enclosed Cancellation of Sleeping Berth Reservations In the event of the accommodation not being required, notice of cancellation must be given to the above office. I would draw your attention to the conditions governing the cancellation of sleeping berth reservations and reproduce below the relevant extract:— "Upon application to the office at which the sleeping berth tickets were issued, passengers who give notice of cancellation of sleeping berth reservations before 16.00 hrs on the day prior to that for which the berths are booked may obtain a refund of the fees paid, less 25 per cent; for reservations cancelled after 16.00 hrs on the day prior to that for which the berths are booked, and up to the train departure time, a refund of the fees paid, less 50 per cent, may be obtained. If passengers who have reserved berths do not use them and fail to give notice of cancellation no refund will be made. For the purpose of cancellation night trains leaving after midnight are regarded as the last service of the previous day." **MR.** A.** M.** M.** M.** M.** M.** M.** M | | Station |
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| | | g after midnight are regarded as the last service of the previous day." |
| | MR. N. M. Morrison | Yours faithfully, |
| | | CARL D WATCOM |

* NOTE TRAIN DEPARTURE TIME.

FOR J. D. WATSON



In any reply please quote: 546

Your reference:

ABERDEEN TELEPHONE AREA

Telephone House, 9 Bridge Street, ABERDEEN AB9 2AA

Telephone: Aberdeen 54841 Extn. 36646 Telex: 73127 (TELMAN ABERDEEN) Giro Account No.: 111 0004

20.6 1972

| Dear |
|--|
| Thank you for your application for telephone service. We have made arrangements for our engineers to do |
| the work. They must of course complete the work they have on hand, but will commence yours as quickly as possible. |
| If you should need to contact them, please ring Wil 2934 extension |
| |

(Monday to Friday) and quote the reference number AN 1497 381 Your telephone *will/will not have subscriber trunk dialling (STD) facilities. Please do not send any money until you receive a bill.

Your attention is drawn to the notice below.

NOTICE TO SUBSCRIBER

1. Telephone service is provided under the applicable provisions of the Post Office Act 1969 and any schemes or regulations from time to time in force under that Act (a copy of which provisions may be seen at any Telephone Manager's

2. The Post Office has determined under the said provisions that your exchange line(s) *shall/shall not be regarded as *a business line/business lines. Any exchange line, other than a business line, may be converted by the Post Office at any time from an exclusive to a shared line, or from a shared line to an exclusive line, and the rental may be altered

3. An entry in the telephone directory will be shown as follows;

Domort alevatione

*Delete in letter and in paragraph 2 of Notice as applicable.

| Component parts of installation | Connection charge or Single payment | (Minimu | Quarterly rental (Minimum period of service (Manimum period of service) | | |
|---------------------------------|---|---------|---|-----------|--|
| Exchange lines Exclusive | £ s. d. | £ | s. | d. | |
| Shared | 25 .00 | 6 | .00 | | |
| ore con bex | 2.50. | 2 | . 50 | | |
| | | | | ., | |
| | | | | | |
| | | | | -american | |

AX 7010A(S) (V69) (Revd. T196/69)

Dorrol Your Count Jour Clerks Office Carneye Buildy Dorrol

Sqn/Ldr Alfred J. Smith 3,Kinnoull Street Perth 29th June, 1972

Ref. 5B

Dear Sir,

Dornoch Air-Strip

I refer to your letter undated requesting information regarding your proposal to land and park a single engined Cessara 172 or 182 aircraft at the Dornoch Air-Strip during the period 14th to 17th July, 1972.

Application has been made to the Civil Aviation Authority for a private licence in respect of the Air-Strip, but although the site has been inspected by the Authority the licence has not yet been received.

Accommodation at the Air-Strip can be granted to you, but I shhould state that this consent would be granted at your own risk and the Town Council could not be held liable in any respect to any claims that might arise out of your air-craft being accommodated on the Strip. There is no hanger accommodation, neither is there any fueld available. At present no arrangements have been made for parking or picketing. A windsock is in operation. I trust this information is sufficient for your purpose. It would appreciated if you would let me know in good time whether you intend to use the Air-Strip and also let me have the times of arrival and departure etc.

Yours faithfully,

Town Clerk.

THE SCOTTISH AERO CLUB LIMITED

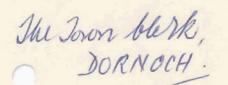
PERTH AERODROME

PERTH

TELEPHONE: 51122

All communications to be addressed to the Secretary, I Charlotte Street, Perth. 'Phone XXXX

25454-5



From Syn. / John alfred J. Dewith 3, Kinnoull Street

Dear Sir, arraft Landing Strip. I wish to inquin about the availability of the Domoch landing field during the weekend 14th to 14th July. I may wish to land a single ugued lessera 142 or 182, take friends to the Keulors air Show on ten 15th returning that weing, and leave the aircraft overnight. I have details of the location and runway dimensions and would prefor to see a wind-sock. Bresumably, there is no hangarage and fuel will not be available. What are the parking and picketing facilities, please? Is there any security and are the hours of use by anauguceut? any particulars you may have including up to-doi surface and nuway information would be much appreciated yours faithfully, squet south south south