

Mr. Roberts:

I'd like to (1) _____ this meeting by (2) _____ you all. It's good to see so many (3) _____ here today – in fact, this is probably the best (4) _____ we've had at a meeting for a long time – and I'd like to thank you all in advance for (5) _____ me.

Well, we've got a lot on the (6) _____ and I want to make as much (7) _____ as possible in the next two hours or so. If we stick to the main (8) _____, we should (9) _____ everything and

(10) _____ all of our (11) _____ and (12) _____. I will (13) _____ the meeting, as usual, but I really hope that you will all have something to (14) _____, and if anything needs (15) _____, please don't hesitate to (16) _____ me (although not too often, I hope: the more (17) _____ we can (18) _____ today the better).

I'll be (19) _____ several important (20) _____ during the meeting, beginning with those that I feel should take (21) _____, before (22) _____ the main (23) _____ and making

(24) _____. This will be followed by an (25) _____ session where you can give me your (26) _____. And I'm sure you will all be delighted to hear that after the meeting (27) _____, there will be drinks and snacks for everyone.

Mr. Barker will be taking (28) _____ and keeping the (29) _____ of the meeting, and I will be using these to write my (30) _____ afterwards, so if anyone has any (31) _____, I suggest you talk to him and not to me!

Now, before I get going, are there any (32) _____ from the (33) _____?

Everyone else at the meeting:

Zzzzzzzzz