

Review timetable

Before making any recommendations or publishing final proposals, the Borough Council must consult local government electors for the area under review and any other person or body (including a local authority) which appears to the Borough Council to have an interest in the review.

The Borough Council will therefore:

- publish a Notice and these Terms of Reference on the Borough Council's website and arrange for copies to be available for public inspection
- send a copy of the Notice and these Terms of Reference to Burnham Parish Clerk
- seek to arrange for the notice to be published on the parish council website and notice board(s); and
- send a copy of the Notice and these Terms of Reference to the local Member of Parliament.

Before making any recommendations, the Borough Council will take account of any representations received.

The Borough Council will publish its recommendations as soon as practicable and take such steps as it considers sufficient to ensure that persons who may be interested in the Community Governance Review are informed of the recommendations and the reasons behind them.

The Borough Council will notify each consultee and any other persons or bodies who have made written representations of the outcome of the Review.

Action	Date
Request to conduct Community Governance Review - Cabinet report drafted	24 th October 2024
Request to conduct Community Governance Review – Considered by Cabinet	10 th December 2024
Terms of Reference and Cabinet Report drafted	24 th December 2024
Request to conduct Community Governance Review – Considered by Full Council	30 th January 2025

Draft Terms of Reference – Agreed by Cabinet	4 th February 2025
Draft Terms of Reference – Agreed by Full Council	27 th February 2025
REVIEW COMMENCES	
Terms of Reference and Notice to be published on the Borough Council's website and made available for inspection. Copies sent to Parish Clerk and local MP.	By 4 th March 2025
Consultation period commences	10 th March 2025
Consultation period closes	20 th April 2025
Final proposals drafted	5 th June 2025 (Provisional)
Draft final proposals - Considered by Cabinet	15 th July 2025
Draft final proposals – Considered by Full Council	29 th July 2025
REVIEW CONCLUDES	
Final Recommendations published	By 1 st August 2025
Review Orders made if required	By 1 st September 2025
Review Order referred to LGBCE, Secretary of State for DHCLG, ONS, Ordnance Survey if required	By 1 st September 2025
Potential changes take effect	1 st September 2025

*Timetable will be republished should alteration be required.