



# New to our collections?

A guide to the archival and local history collections held at the Kent History and Library Centre



## **The collections**

The Kent History and Library Centre (KHLC) opened on 23 April 2012. It covers over 1300 years of Kent's history and contains more than 12.5 km (almost 8 miles) of collections. The historic collections are divided into two groups of complementary material: local history and archive collections.

## **Archive collections**

The Kent Archive Service was set up in 1933 to look after the records of Kent County Council (KCC) and its predecessors but from a very early date it also collected other records relating to the county's history. In 1990 the local history collections at the County Central Library at Springfield amalgamated with the Kent Archive Office in Maidstone to form the Centre for Kentish Studies. The town centre libraries at Folkestone and Ramsgate, and also Hythe and Lydd town councils, held significant collections of archives and in 2000 these were brought together with relevant collections from the Centre for Kentish Studies to form the East Kent Archives Centre at Whitfield near Dover.

The KHLC contains *all* the archive collections formerly held at the Centre for Kentish Studies and the East Kent Archives Centre and *some* formerly held at Canterbury Cathedral Archives. The archive collections cover the whole of Kent except Medway, the Canterbury City Council area and Metropolitan Kent (eg Bexley, Bromley, Greenwich, Lewisham and Woolwich).

The archive collections contain original, usually unique and often handwritten, documents. They range from official documents and records of local administration and businesses, through the records of estates and landed families to intimate, personal items such as letters and diaries. Although they were usually created for very specific purposes the documents can be used to investigate a variety of topics relating to places, people and subjects. They can shed light on the lives of individuals as diverse as monarchs and aristocrats, criminals and paupers!

## **Local history collections**

In contrast to the archive collections, the local history collections cover the whole of historic Kent, including Medway and Metropolitan Kent. They comprise the county local history collection formerly at the Centre for Kentish Studies and the collections from Maidstone Library and County Central Library; the latter are particularly strong on Maidstone. Most of the material is printed and exists in more than one copy. The collection includes county histories, guide books, county and town directories, listed buildings lists, books and pamphlets relating to individual towns and parishes and biographies. There are books on a whole range of topics of interest for the study of Kent, for example, agriculture, transport, industry, religion and architecture, theses, periodicals and local newspapers. The collection also contains historic maps of Kent, Ordnance Survey maps, geology and land use maps, images, such as prints, photographs and postcards, sales particulars, newscuttings and printed ephemera. There is a large microform collection, including copies of documents held at the KHLC as well as copies of material held elsewhere.

## Finding information

The local history books and periodicals are included in the Kent libraries online catalogue at <https://kent.spydus.co.uk/cgi-bin/spydus.exe/MSGTRN/OPAC/BSEARCH>. You can search the catalogue by keywords, the name of the author, the book's title or even the Dewey classification number, which will help you to find books on a particular subject.

There is also an online catalogue of the archival collections at [www.kentarchives.org.uk/Calmview](http://www.kentarchives.org.uk/Calmview). This can be searched by keyword, date and finding number (the document's unique reference, which you will need to write on the document request slip when you order it). Not all the archive catalogues are available on CalmView so, in the meantime, paper catalogues and index cards can also be consulted at the KHLC.

The archive catalogues and indexes are designed to help you identify material which may be of use or interest to you but they cannot include every name or place in every document. There is, therefore, plenty of opportunity to make exciting and unexpected discoveries.

## Ordering documents

Once you've found a document, book, map or microfilm that you'd like to look at, you will need to fill in a document request ticket (in pencil), as shown below:

DATE <b>23 Apr 2012</b>	NAME <b>K SMITH</b>	SEAT NO. <b>12</b>	
CATALOGUE REF. <b>U3754 F1</b>			
DESCRIPTION / AUTHOR / TITLE  <b>Anna Maria Hussey's diary of her holiday in Dover, 1836</b>			
<b>OFFICE USE ONLY</b>			
LOCATION	QUANTITY	PURPOSE	RETURNED

When you have filled in the ticket please give it to the member of staff on duty in the community history room or the archive searchroom or place it in the small tray on the enquiry desk marked *Request Slips*. The item will be brought to you and normally this should take no longer than 15 minutes. If you've ordered an original document and have some time to spare while you're waiting, you may find it useful to read the *General Handling Guidelines*, a copy of which should be on your desk in the archive searchroom.

For more information about using the KHLC please consult our leaflet, *New to using archives? Guide to using the historic collections at the Kent History and Library Centre*.

## **This guide**

This guide is intended as a brief introduction to our collections and includes a list of the larger family and estate collections, plus an alphabetical index to some of the main subject areas and types of material that you may want to research. It is not intended to be comprehensive, and there are other guides, catalogues, lists and indexes available online or on paper.

If the subject you want isn't listed or if you need any help please contact us at [historyandlibrarycentre@kent.gov.uk](mailto:historyandlibrarycentre@kent.gov.uk) or ask a member of staff.

If there is any subject you would like us to write a guide about, please let us know.

## **Published guides to the collections**

There are a number of published guides and bibliographies to our archive and local history collections which you may find useful. However, these guides were written some years ago and the material they describe may have been transferred to other libraries or record offices. Please check our online catalogues or email or telephone the KHLC to make sure that the documents or books you want to see are actually held here before you arrange a visit.

## **Archive collections**

Dr Felix Hull, *The Guide to the Kent County Archives Office* (Maidstone, Kent County Council, 1958)

Dr Felix Hull, *The Guide to the Kent County Archives Office: First Supplement 1957-1968* (Maidstone, Kent County Council, 1971)

Elizabeth Melling, *The Guide to the Kent County Archives Office: Second Supplement 1969-80* (Maidstone, Kent County Council, 1983)

Dr Felix Hull, *Handlist of Kent County Council Records 1889-1945* (Maidstone, Kent County Council, 1971)

Dr Felix Hull, *Catalogue of Estate Maps 1590–1840 in the Kent Archives Office* (Maidstone, Kent County Council, 1973)

### Local history collections

John Russell Smith, *Bibliotheca Cantiana* (1837, reprinted 1980) [still a useful guide to books published before 1830]

Frank Jessup, *The History of Kent: A Select Bibliography* (Maidstone, Kent County Council, 1966)

*The Kent Bibliography: A finding list of Kent material in the Public Libraries of the County and of the adjoining London Boroughs* (Library Association London and Home Counties Branch, 1977)

*The Kent Bibliography Supplement* (Library Association London and Home Counties Branch, 1981)

*Kent maps and plans in the libraries of Kent and the adjoining London Boroughs: a finding list* (London: Library Association, London and Home Counties Branch, 1992)

### Large family, estate and other unofficial collections

<u>Name</u>	<u>Collection Reference</u>	<u>Notes</u>
Abergavenny	U787	Family name: Nevill. Their main home was Eridge Castle, just over the border into Sussex. The main archive, including documents relating to the Tunbridge Wells estate, is at the East Sussex Record Office.
<i>Akers see under Chilston</i>		
<i>Akers-Douglas see under Chilston</i>		
Amherst	U1000/8, U1350	Lived at: Chevening and Montreal, Riverhead, near Sevenoaks
Aylesford, Earls of	U234	Family name: Banks; lived at: the Friars, Aylesford. Includes the 17 <sup>th</sup> century business papers of Sir John Banks.
Balston	U2161	Lived at: Springfield Mill, Maidstone. Papermakers.
<i>Banks, John, see under Earls of Aylesford</i>		

<u>Name</u>	<u>Collection Reference</u>	<u>Notes</u>
<i>Banks, Joseph, see Brabourne</i>		
Barrett-Lennard	U1384, U1450	Lived at: Chevening
Brabourne	U274, U951, U1963	Family names: Knatchbull, Hugessen, Knatchbull-Hugessen; lived at: Mersham le Hatch near Ashford and Provender at Norton near Faversham
Bridges, Brook	EK/U373, EK/U1496	Lived at: Goodnestone
British Records Association	U36 etc	
Camden	U840	Family name: Pratt; lived at: Wilderness Park, Seal, and Bayham Abbey, near Frant, East Sussex
Chilston	U564, U673, U1157, U1688	Family names: Akers, Douglas, Akers-Douglas; lived at: Chilston Park, Boughton Malherbe
Cobb	EK/U1453, R/U11, R/U75	Lived at: Margate. Brewers, bankers and shipping agents.
Collet	U1287	Mainly relating to Sir Mark Wilks Collet (1816-1905), who lived at St Clere, Kemsing, from 1878
Conyngnam	R/U438	Connected with Minster in Thanet
Cornwallis	U24	Family name: Mann; lived at Linton
<i>Cranfield see under Middlesex</i>		
Dalison	U522, U1250	Lived at: Hamptons, West Peckham
Darrell	U386	Lived at: Calehill, Little Chart
De L'Isle	U1475, U1500	Family names: Sidney and Dudley. Live at: Penshurst Place. <b>Permission to consult these archives must be obtained in advance from Lord De L'Isle. Lord De L'Isle does not usually grant access to his archives for the purpose of family history research.</b>
Dering	U275, U350, U1107, U1131, U1713, U1769	Lived at: Surrenden Dering, Pluckley

<u>Name</u>	<u>Collection Reference</u>	<u>Notes</u>
<i>Douglas see under Chilston</i>		
<i>Dudley see under De L'Isle</i>		
Fane	U282	Lived at: Hunton; Mereworth Castle
Farnaby-Austen	U1000/1	Lived at: Kippington House, Sevenoaks
Farnaby-Lennard	U312	Lived at: West Wickham
Filmer	U120, U1397, U1736, U1747, U2070 (BRA)	Lived at: East Sutton Place
Furnese	EK/U471	Lived at: Waldershare Park
Garrett	R/U888	Of Ramsgate. Mainly relating to Sir Robert Garrett (1794–1869).
Guilford, Earl of	EK/U471	Family name North. Lived at: Waldershare Park.
Hall, Hubert	U890	Archivist
Hallett and Company, solicitors	U1045	Of Ashford. Includes many documents for the Manor of Ashford.
Hardinge	U2117	Lived at: Penshurst <b>Permission needed in advance to view this collection</b>
Harris	U624	Lived at: Belmont, near Faversham
Hendley	U1044	Lived at: Coursehorne, Cranbrook, and later Gore Court, Otham
<i>Hothfield, Barons, see under Tufton</i>		
<i>Hugessen see under Brabourne</i>		
Hussey	U409, U1006, U1776	Lived at: Scotney Castle, Lamberhurst
James	U830	Lived at: Ightham. See also U55.
Kent Archaeological Society	U47	
Kirkwood	U3847, U3848	See also Hendley
<i>Knatchbull see under Brabourne</i>		
<i>Knatchbull-Hugessen see under Brabourne</i>		

<u>Name</u>	<u>Collection Reference</u>	<u>Notes</u>
Knocker, Edward	U55, U1000/7	Antiquarian and local historian
Lambarde	U1000/2, U195, U962	Lived at Sevenoaks
Lushington	U716	Lived at Boxley
Maidstone Museum	U1823	
<i>Mann see Cornwallis</i>		
<i>Marsham see under Romney</i>		
Middlesex, Earl of	U269/1	Name: Lionel Cranfield
Norman	U310	Lived at: Bromley
<i>North see Guilford</i>		
Papillon	U1015	Lived at: Acrise Place
<i>Pleydell-Bouverie see under Radnor</i>		
Polhill	U1007, U1012, U1648, U1803, U2288, U2385	Lived at: Otford, Chevening and Sundridge
Powell-Cotton	R/U1063	Lived at: Quex Park, Birchington
<i>Pratt see Camden</i>		
Radnor, Earls of	EK/U270	Family name: Pleydell-Bouverie. Lived at Coleshill, Berkshire, but had extensive estates in Folkestone and surrounding area.
Roberts	U410	Lived at: Glassenbury in Cranbrook
<i>Robinson see under Rokeby</i>		
Rokeby	U33	Family name: Robinson; lived at: Mount Morris, Monks Horton
Romney	U1121, U1300, U1515, U1644	Family name Marsham; lived at: the Mote, Maidstone
Roper	U498	Lived at: Lynsted
Rusthall Manor	U749, U785	
Sackville	U269	Lived at Knole, Sevenoaks

<u>Name</u>	<u>Collection Reference</u>	<u>Notes</u>
Scott	U1115	Lived at: Scotts Hall, Smeeth
Selby	U947	Lived at: Ightham Mote
<i>Sidney see under De L'Isle</i>		
Smith Marriott	U513	Lived at: Horsmonden
Smith-Masters	U1127	Lived at: Camer in Meopham
Sondes	U791, U1175	Lived at: Lees Court, Sheldwich, and Throwley
<i>Squerryes see Knocker, Warde</i>		
Stanhope	U1000/4, U1590	Lived at: Chevening
Stede Hill Estate, Harrietsham	U2035	
Streatfeild	U908	Lived at: Chiddingstone Castle, formerly known as High Street House
<i>Thanet, Earls of, see under Tufon</i>		
Toke	U967	Lived at: Godinton in Great Chart, near Ashford
Tufon	U455, U991, U1095	Lived at: Hothfield
Twisden/Twysden	U47/47, U48, U49, U655, U1655, U1823/2	Lived at: Bradbourne House, East Malling (Twisden), and Royden Hall, East Peckham (Twysden)
Tyrwitt Drake	U488	Their main home was Shardeloes near Amersham in Buckinghamshire, but they also had property in the Sittingbourne area
Ward, Gordon	U442, U1000/10	Local historian specialising in the Sevenoaks area
Warde	U678, U950	Lived at: Squerryes, Westerham
Weigall	U1371	Papers of Lady Rose Sophia Mary Weigall [ <i>née</i> Fane], (1834–1921), literary editor and social worker, and her husband and parents. From 1879 she lived at Southwood, an eighteenth century mansion on the outskirts of Ramsgate.

<u>Name</u>	<u>Collection Reference</u>	<u>Notes</u>
Weller	U38, U1000/18	Lived at: Tonbridge
Whatman	U289	Lived at: Turkey Mill and Vinters Park, Maidstone. Papermakers.
Wheeler	U679	Lived at: Otterden Place
Woodgate	U1050	Lived at: Chiddingstone
Wykeham-Martin	U23, U730, U825	Lived at: Leeds Castle

### List of subjects and organisations, etc

<i>Acts of Parliament</i>	<i>See Statutes</i>
Adoption records	<ul style="list-style-type: none"> <li>• The KHLC does not hold adoption records</li> <li>• Connecting Adoptive Families Independent Services (CAFIS) offers advice and support to adults who have been adopted. They can be contacted on 01843 854661.</li> </ul>
<i>Aerial mosaics</i>	<i>See under Aerial photographs</i>
Aerial photographs	<ul style="list-style-type: none"> <li>• The local history image collections contain many aerial photographs, including copies of Aerofilms images</li> <li>• In 1946 the RAF made an aerial survey of the whole county on a scale of 6 inches to one mile. A list and index of this survey is available in the aerial mosaics binder in the archive searchroom.</li> <li>• Maps for the 1972 hunting survey are also listed in the aerial mosaics binder</li> <li>• More recent aerial photographs are held by KCC's Heritage Conservation Group and can be viewed, by appointment, at Invicta House (email: <a href="mailto:heritageconservation@kent.gov.uk">heritageconservation@kent.gov.uk</a>).</li> </ul>
Agricultural classification maps	<ul style="list-style-type: none"> <li>• Indicate different types of farming</li> <li>• Indexed in the printed maps card index</li> </ul>
Alumni	<ul style="list-style-type: none"> <li>• The KHLC holds <i>Alumni Oxonienses</i>, the biographical register of Oxford University (male) graduates, 1500-1886</li> <li>• Both the <i>Alumni Oxonienses</i> and the Cambridge Alumni register, which covers 1261 to 1900, are available on the Ancestry website</li> </ul>
Apprenticeships	<ul style="list-style-type: none"> <li>• Records of apprenticeships occur in many collections, including borough, charity and parish records</li> <li>• An index to many of the apprenticeship records formerly held at the Centre for Kentish Studies is available on CD 150</li> </ul>

Archaeology maps	<ul style="list-style-type: none"> <li>• Ordnance Survey maps showing archaeological sites in Kent, with accompanying notes</li> <li>• For more up-to-date information on archaeological sites contact KCC's Historic Environment Record</li> </ul>
<i>Archdeaconry</i>	<i>See Rochester archdeaconry</i>
<i>Archdeacons' transcripts</i>	<i>See under Bishops' transcripts</i>
Army	<ul style="list-style-type: none"> <li>• Army pension and service records and medal rolls to 1920 are held at the National Archives. Many of these records have been digitised and are available on the Ancestry and findmypast websites.</li> <li>• See also the Buffs; Royal West Kent Regiment</li> <li>• See also under Military</li> </ul>
Assizes	<ul style="list-style-type: none"> <li>• Assize records are held at the National Archives</li> <li>• The KHLC holds some calendars of prisoners tried at the assize courts (see Q/SB and P/CM catalogues)</li> <li>• There are reports of assize trials in local newspapers</li> <li>• See also under Courts</li> </ul>
Asylums	<ul style="list-style-type: none"> <li>• The records of the Malling Place Asylum at West Malling (formerly known as Dr Perfect's Asylum) are catalogued as Ch84</li> <li>• For records of the county asylums at Barming and Chartham see under Hospitals</li> <li>• Other records relating to the county asylums are catalogued as Q/GCL, Q/GL and CC/MC/1</li> <li>• Records of private asylums are catalogued as Q/AL</li> <li>• See also Patient records</li> <li>• See also separate <i>Guide to Mental Health Records</i></li> </ul>
<i>Barming Asylum</i>	<i>See under Hospitals</i>
<i>Baptism registers</i>	<i>See Parish registers; Methodists; Non-Conformists</i>
<i>Baptists</i>	<i>See Non-Conformists</i>
Bastardy	<ul style="list-style-type: none"> <li>• Bastardy papers are catalogued under parish records</li> <li>• There may also be material relating to bastardy cases in quarter sessions and petty sessions</li> <li>• See also Ruth Paley, <i>My ancestor was a bastard: a family historian's guide to sources for illegitimacy in England and Wales</i>, shelved in the archive searchroom at K929.1.</li> </ul>
Bexley Hospital	<ul style="list-style-type: none"> <li>• Records for Bexley Hospital are held at London Metropolitan Archives</li> </ul>
Birth records	<ul style="list-style-type: none"> <li>• The KHLC does not hold copies of historic birth registrations. Birth certificates can be obtained from the General Register Office at Southport or the Certificate Centre at Mansion House in Tunbridge Wells.</li> <li>• For Quaker birth notes, see Society of Friends</li> </ul>
Bishops' transcripts	<ul style="list-style-type: none"> <li>• From 1598 onwards, copies of entries in parish registers had to be made and handed in each year at the bishop's visitation</li> <li>• We have archdeacons' transcripts, in some cases dating back</li> </ul>

	<p>to 1560, and bishops' transcripts for the dioceses of Canterbury (DCb/AT, DCb/BT) and Rochester (DRb/RT)</p> <ul style="list-style-type: none"> <li>• Bishops' transcripts for the diocese of Rochester are available on Kent History Source</li> <li>• All archdeacons' and bishops' transcripts are listed in the <i>Guide to Parish Registers</i>, available to consult in the archive searchroom and community history room</li> <li>• See also our online introductory guide, <u><i>New to archdeacons' and bishops' transcripts?</i></u>,</li> </ul>
Black history	<ul style="list-style-type: none"> <li>• See the <i>Guide to sources for Black, Asian and Non-European people in Early Modern Kent</i>, available from the Kent History and Library Centre</li> </ul>
Blue books	<ul style="list-style-type: none"> <li>• Nationally, these usually refer to published parliamentary papers</li> <li>• Locally, these usually refer to Pike's trade directories</li> </ul>
<i>Boards of guardians</i>	<i>See under Poor law</i>
<i>Boats</i>	<i>See Shipping</i>
<i>Bombing maps</i>	<i>See under Civil defence</i>
Boroughs	<ul style="list-style-type: none"> <li>• The KHLC holds records for many of Kent's historic towns, in some cases going back as far as the 13<sup>th</sup> century</li> <li>• The main collections are: Dartford (Da); Deal (De); Dover (Do); Faversham (Fa); Folkestone (Fo); Gravesend (Gr); Hythe (Hy); Lydd (Ly); Maidstone (Md); Margate (Ma); New Romney (NR); Queenborough (Qb); Ramsgate (Ra); Sandwich (Sa); and Tenterden (Te)</li> <li>• The KHLC also holds the records of the Liberty of Romney Marsh (Rm). This was not technically a borough but operated much like one.</li> <li>• The KHLC does not hold borough records for the city of Canterbury or the Medway towns. They are held at Canterbury Cathedral Archives and the Medway Archives and Local Studies Centre respectively.</li> </ul>
Boyer/Sidery photographic collection	<ul style="list-style-type: none"> <li>• William Henry Boyer was a professional photographer in the Sandwich area between 1868 and circa 1890</li> </ul>

Bufs, The	<ul style="list-style-type: none"> <li>The archives of the Bufs are held at the National Army Museum in Chelsea</li> </ul>
Burgess lists/rolls	<ul style="list-style-type: none"> <li>Burgess lists are lists of ratepayers eligible to vote in borough elections</li> <li>Catalogued as part of the borough collections</li> </ul>
<i>Burial grounds</i>	<i>See Cemeteries</i>
Burial indexes	<ul style="list-style-type: none"> <li>There is no overall index to burials in Kent</li> <li>The National Burial Index is available on the findmypast website</li> <li>Burials at the Tunbridge Wells Borough Cemetery, 1873-1996, are available on the deceased online website</li> </ul>
<i>Burial registers</i>	<i>See Parish registers; Methodists; Non-Conformists; Society of Friends</i> <i>See also Cemeteries</i>
Business records	<ul style="list-style-type: none"> <li>The KHLC holds many records for local businesses. These can be found by searching the online catalogue by the name of a company or type of business or by consulting the card index to trades.</li> <li>Business records may also be found in unofficial collections</li> </ul>
Byelaws	<ul style="list-style-type: none"> <li>County Council byelaws are catalogued as CC/O</li> <li>Byelaws may also be found in the records of boroughs and rural and urban district councils</li> </ul>
<i>Calendars of prisoners</i>	<i>See under Assizes; Prisoners</i>
<i>Calendars of close rolls, etc</i>	<i>See Public Record Office calendars</i>
<i>Cambridge graduates</i>	<i>See under Alumni</i>
Canal plans	<ul style="list-style-type: none"> <li>Plans of canals are catalogued under Q/RUm</li> </ul>
Canterbury diocese	<ul style="list-style-type: none"> <li>Apart from archdeacons' and bishops' transcripts, and probate records, the records for the diocese of Canterbury are held at Canterbury Cathedral Archives</li> </ul>
Canterbury Cathedral	<ul style="list-style-type: none"> <li>The records of Canterbury Cathedral are held at Canterbury Cathedral Archives</li> </ul>
Canterbury dean and chapter	<ul style="list-style-type: none"> <li>The records of the dean and chapter of Canterbury are held at Canterbury Cathedral Archives</li> </ul>
Cars	<i>See Vehicle registration</i>
<i>Case notes (medical)</i>	<i>For medical case notes, see Patient records</i>
<i>Cathedrals</i>	<i>See Canterbury Cathedral; Rochester Cathedral</i>

Catholics	<ul style="list-style-type: none"> <li>• The KHLC does not hold records of Catholic churches</li> <li>• Most Catholic churches in Kent still hold their own records. Contact details of individual churches are given in <i>The Catholic Directory</i>.</li> <li>• For records relating to Catholic recusancy, see the quarter sessions and diocesan records; see also under recusancy in the archive subject index</li> <li>• Books relating to Catholic history are shelved at K282</li> </ul>
CD-ROMs	<ul style="list-style-type: none"> <li>• The KHLC holds a variety of indexes and other material on CD</li> <li>• The CDs are listed on the online library catalogue and there is also a paper list available in the community history room</li> </ul>
Cemeteries	<ul style="list-style-type: none"> <li>• The KHLC holds records of burials at the Maidstone, Ramsgate and Ramsgate, St Lawrence Intra cemeteries, catalogued within the borough records</li> <li>• The register of graves for Maidstone Cemetery, 1858-1866, has been transcribed and is shelved at K/Maidstone</li> <li>• Most civil cemeteries and crematoria have retained their own records. A list of contacts is available at <a href="http://www.kent-opc.org/Cemeteries.html">http://www.kent-opc.org/Cemeteries.html</a>.</li> <li>• Many hospitals and workhouses had their own cemeteries. Burial registers for these are catalogued within the relevant hospital or poor law union collection.</li> <li>• For records of church burials, see: Parish registers; Methodists; Non-Conformists; Society of Friends; Catholics</li> </ul>
Census	<ul style="list-style-type: none"> <li>• Census returns from 1841 to 1911 are available on the Ancestry and findmypast websites</li> <li>• The KHLC also holds some census returns for 1801-1831, mainly in parish records; please ask for the list</li> <li>• Summaries of population based census data are shelved at K312</li> <li>• Summaries of population, 1801-1921, are available in volume 3 of the <i>Victoria County History</i>, pages 356-370, shelved in the archive searchroom at XKG VIC</li> </ul>
Charities	<ul style="list-style-type: none"> <li>• The main collections of charity records are catalogued as Ch</li> <li>• Records of charities may also be found in borough, parish and unofficial collections</li> </ul>
<i>Chatham Convict Prison</i>	<i>See St Mary's Convict Prison</i>

Children's homes	<ul style="list-style-type: none"> <li>• The KHLC does not hold many records for children's homes</li> <li>• Colleagues elsewhere in KCC hold information relating to children who were in the care of Kent County Council. Please ask staff for more details.</li> <li>• The University of Liverpool Special Collections and Archives Department holds records for some homes run by Barnardos and National Children's Homes</li> <li>• See also: Cottage homes; Little Boys' Homes</li> </ul>
Chimney sweeps	<ul style="list-style-type: none"> <li>• For registers of chimney sweeps, see C/PO (police records) catalogue</li> </ul>
<i>Christening registers</i>	<i>See Parish registers; Methodists; Non-Conformists; Catholics</i>
<i>Church records</i>	<i>See Parish records; Diocesan records; Non-Conformists</i>
Cinque Ports	<ul style="list-style-type: none"> <li>• Records catalogued as CP and CPw</li> <li>• The Cinque Ports are Dover, Hythe, New Romney and Sandwich in Kent, and Hastings in Sussex, and the two ancient towns of Rye and Winchelsea, both in Sussex</li> <li>• There were also a number of towns, called 'limbs', associated with the Cinque Ports and ancient towns. The Kentish limbs are Deal, Faversham, Folkestone, Margate, Ramsgate and Tenterden (which was actually a limb of Hastings).</li> <li>• The KHLC holds records for all of the Kent Cinque Ports and limbs</li> <li>• See also borough and unofficial collections</li> </ul>
Civil defence	<ul style="list-style-type: none"> <li>• Kent County Council's civil defence records, including incident records ('war diaries') and bombing maps for World War II, are catalogued under C/Ad</li> <li>• Photocopies of the war diaries, arranged by local authority area, are available in the archive searchroom</li> <li>• See also the records of boroughs, rural district councils, urban district councils and parish councils</li> </ul>
Clergy biography <i>(continued overleaf)</i>	<ul style="list-style-type: none"> <li>• The KHLC holds a number of biographical sources relating to Church of England clergy</li> <li>• The Rochester diocesan archives include records of ordinations and institutions (appointments to parishes) and visitation records</li> <li>• Fielding's <i>Records of the Diocese of Rochester</i> (shelved in the archive searchroom at K274.2) lists all bishops and parish clergy until circa 1910</li> <li>• The entries for each parish in Hasted's <i>History of Kent</i> include lists of the clergy</li> </ul>

Clergy biography (cont'd)	<ul style="list-style-type: none"> <li>• The Frampton collection (CCA-U108), held at Canterbury Cathedral Archives, contains lists and information about parish clergy for the diocese of Canterbury</li> <li>• NOTE: until 1994 all Church of England clergy were male</li> <li>• See also: Alumni; Crockford's Clerical Directory</li> </ul>
Coal fields	See <i>National Coal Board</i>
Congregationalists	See <i>Non-Conformists</i>
Conscientious objectors	<ul style="list-style-type: none"> <li>• Records of conscientious objectors' tribunals during World War I are catalogued under C/A/2/15</li> </ul>
Constables	<ul style="list-style-type: none"> <li>• See under parish records</li> </ul>
Coroners	<ul style="list-style-type: none"> <li>• All coroners' records more than 100 years old are open</li> <li>• It may be possible to consult coroners' inquest papers less than 100 years old. Anyone wishing to do so should contact the relevant coroner – please ask staff for contact details.</li> <li>• Local newspapers often contain detailed reports of inquests</li> <li>• For records of coroners' inquests more than 100 years old, see also Kent County Council, Quarter sessions and Boroughs</li> <li>• The KHLC holds coroners' records for the whole of Kent except Metropolitan Kent. Canterbury Cathedral Archives also holds coroners' inquest papers for the City of Canterbury.</li> <li>• Even if a death certificate states that there was a coroner's inquest the papers may no longer survive because these records were appraised in the past and a significant quantity destroyed</li> </ul>
Correspondence	<ul style="list-style-type: none"> <li>• Official correspondence for Kent County Council or other local authorities should be found in the catalogue for the relevant authority</li> <li>• Official correspondence may also be catalogued in unofficial collections</li> <li>• Personal and business correspondence is catalogued in unofficial collections</li> </ul>
Cottage homes	<ul style="list-style-type: none"> <li>• The records for cottage homes are catalogued with the records of poor law unions; they survive from circa 1900 onwards</li> <li>• The KHLC holds records of cottage homes for the poor law unions of Elham, Gravesend and Milton, Malling and Thanet</li> <li>• After 1930 some cottage homes became institutions under the Public Assistance Committee</li> <li>• The KHLC holds records for Public Assistance Committee cottage homes for Elham, Medway and Thanet</li> </ul>

<i>County Industrial School</i>	<i>See Stanhope Industrial School</i>
County courts	<ul style="list-style-type: none"> <li>• Records catalogued under HC/C</li> </ul>
Courts	<ul style="list-style-type: none"> <li>• For the period 1791 to 1892, criminal registers for the whole of England and Wales are available on the Ancestry website. These can be used to find out in which court a particular trial took place.</li> <li>• See Assizes; County courts; Manorial courts; Petty sessions; Quarter sessions</li> </ul>
<i>Crew lists</i>	<i>See under Shipping</i>
Crockford's Clerical Directory	<ul style="list-style-type: none"> <li>• A collection of brief biographies of Church of England clergy, arranged alphabetically by surname</li> <li>• Available on microfilm for 1858 to 1982</li> <li>• Later editions are available as books</li> </ul>
Customs and excise	<ul style="list-style-type: none"> <li>• Most records relating to customs and excise are held at the National Archives</li> <li>• There may be some records in borough collections held at the KHLC</li> </ul>
<i>Dean and chapter</i>	<i>See Canterbury dean and chapter; Rochester dean and chapter</i>
Death records	<ul style="list-style-type: none"> <li>• The KHLC does not hold copies of historic death registrations. Death certificates can be obtained from the General Register Office at Southport or the Certificate Centre at Mansion House in Tunbridge Wells.</li> </ul>
Debtor prisoners	<ul style="list-style-type: none"> <li>• Account books of insolvent debtors are catalogued under Q/CI</li> <li>• Other records relating to debtors, 1691-1844, are catalogued under Q/SPd</li> <li>• Records of the debtors' prison in Dover Castle are catalogued as CPw/RD</li> </ul>
<i>Definitive footpath maps</i>	<i>See Footpath maps</i>
Diaries	<ul style="list-style-type: none"> <li>• Personal diaries are usually catalogued in the F sections (family papers) of unofficial collections</li> <li>• See also subject index cards</li> </ul>
<i>Diocesan records</i>	<i>See Canterbury diocese; Rochester diocese</i>
Directories	<ul style="list-style-type: none"> <li>• The KHLC holds county and local town directories for the whole of Kent</li> <li>• Some are available on the open shelves in the archive searchroom and others are on microfiche</li> </ul>
Domesday Book	<ul style="list-style-type: none"> <li>• The 1086 Domesday Book is held at the National Archives but the KHLC has photographic facsimiles, transcriptions and translations of it</li> <li>• For the 1910 or Lloyd George Domesday, see Inland Revenue</li> </ul>

Dover Harbour Board	<ul style="list-style-type: none"> <li>Records catalogued as DHB</li> </ul>
<i>East Kent Regiment</i>	<i>See the Buffs</i>
East Kent Yeomanry	<ul style="list-style-type: none"> <li>The records of the East Kent Yeomanry are catalogued as EKY</li> </ul>
<i>Edgeler, Gerald (photographer)</i>	<i>See Gerald Edgeler collection</i>
<i>Education</i>	<i>See Schools</i>
Electoral registers/rolls	<ul style="list-style-type: none"> <li>Electoral registers are lists of everyone eligible to vote in parliamentary elections. No women were included until 1918. From 1928 everyone over the age of 21 was able to vote.</li> <li>The KHLC holds electoral registers from 1832 onwards – a place index and list is available</li> <li>Registers before 1900 are available on microfilm</li> <li>Registers less than 10 years old are closed</li> <li>The predecessors of electoral registers, covering 1780-1832, were the land tax returns</li> <li>See also Burgess lists; Land tax; Poll books</li> </ul>
Electricity companies	<ul style="list-style-type: none"> <li>Some plans relating to electricity companies are catalogued within the quarter sessions records (Q/RUa and Q/Rum)</li> <li>Acts of Parliament relating to electricity companies are catalogued in the statutes collection</li> <li>See also borough records</li> </ul>
Enclosure maps/awards	<ul style="list-style-type: none"> <li>Enclosure awards are catalogued as Q/RDc</li> <li>There are only 30 enclosure awards for Kent</li> </ul>
Essenhig Corke glass negative collection	<ul style="list-style-type: none"> <li>The Essenhig Corke collection comprises more than 1,000 glass plate negatives</li> <li>Charles Essenhig Corke (1852-1922) and his son Henry Essenhig Corke (1883-1919) were photographers in Sevenoaks</li> <li>The collection contains portraits of family groups and individuals, including many World War I soldiers</li> </ul>
Estate maps	<ul style="list-style-type: none"> <li>Catalogued within unofficial collections</li> <li>Many are available on CD</li> <li>See also Dr Felix Hull, <i>Catalogue of Estate Maps 1590-1840 in the Kent Archives Office</i> (Maidstone, Kent County Council, 1973)</li> </ul>
Evacuation	<ul style="list-style-type: none"> <li>Kent County Council records relating to evacuation in World War II are catalogued as C/A9</li> <li>See also borough and rural district council records</li> </ul>

Executions	<ul style="list-style-type: none"> <li>• Executions in West Kent took place on Penenden Heath until 1830 and from then until 1868 outside Maidstone Gaol</li> <li>• See <i>Record of the Public and Private Executions in Kent, from the year 1798, to the present time</i> [1888], shelved at K364 REC [rare book]</li> </ul>
Faculties	<ul style="list-style-type: none"> <li>• Faculties are official permissions to alter the fabric of a church, insert a stained glass window, put up a memorial in the church or churchyard, etc</li> <li>• They may be found among the parish records or the Rochester diocesan records (DRb/Af)</li> <li>• Faculties for the diocese of Canterbury are held at Canterbury Cathedral Archives</li> </ul>
Family and estate records	<ul style="list-style-type: none"> <li>• Catalogued as unofficial collections (U)</li> <li>• Date from the 12<sup>th</sup> century onwards</li> <li>• See separate table</li> </ul>
<i>Farningham Little Boys' Home</i>	<i>See under Little Boys' Homes</i>
Fire insurance plans	<ul style="list-style-type: none"> <li>• The KHLC holds fire insurance plans for several main towns, early 20<sup>th</sup> century</li> <li>• See also Goad maps</li> </ul>
Fire service	<ul style="list-style-type: none"> <li>• Fire Service Committee records (from 1947) are catalogued as C/A21</li> <li>• Occurrence books, correspondence and fire station plans for individual fire brigades are catalogued as C/FS</li> <li>• See also borough, rural district council and urban district council records</li> </ul>
<i>Fishing</i>	<i>See Shipping</i>
Folkestone surveyor's photographs	<ul style="list-style-type: none"> <li>• These images are catalogued as part of the Folkestone Borough surveyor's archive under Fo/S</li> <li>• A sample of these images is available on the Kent Photo Archive website</li> <li>• See also Kent Photo Archive</li> </ul>
Footpath maps	<ul style="list-style-type: none"> <li>• The KHLC holds historic footpath maps dating from the 1950s to the 1990s</li> <li>• For current footpath information see KCC's Countryside Access Service</li> </ul>
Francis Frith collection	<ul style="list-style-type: none"> <li>• Within the KHLC image collections there are many Frith photographs of Kent towns and villages</li> <li>• As well as individual prints we also have books of Frith photographs</li> </ul>
Freemasons	<ul style="list-style-type: none"> <li>• Returns and lists of freemasons, 1799 onwards, catalogued as Q/RSm</li> <li>• See also borough records</li> </ul>

Freemen	<ul style="list-style-type: none"> <li>• Lists and registers of freemen in towns are catalogued within borough records</li> <li>• See also the Whitstable Oyster Fishery collection (CAN-U372)</li> </ul>
<i>Friends, Society of</i>	<i>See Society of Friends</i>
<i>Frith, Francis (photographer)</i>	<i>See Francis Frith collection</i>
<i>Gaols</i>	<i>See Prisons</i>
Gas companies	<ul style="list-style-type: none"> <li>• Some accounts, Acts of Parliament and plans relating to gas companies are catalogued within the quarter sessions records (Q/RUa, Q/RUm and Q/RUo)</li> <li>• Gas company records are catalogued as SEG</li> <li>• See also borough and unofficial records</li> </ul>
Geology maps	<ul style="list-style-type: none"> <li>• Geology maps are held for all of Kent</li> <li>• They are indexed in the printed maps card index</li> <li>• There is a memoranda book to accompany each map shelved at K/550</li> </ul>
Gerald Edgeler collection	<ul style="list-style-type: none"> <li>• The Gerald Edgeler collection, chiefly of views of Snodland and surrounding area, circa 1900</li> </ul>
Goad maps	<ul style="list-style-type: none"> <li>• The KHLC holds Goad shopping centre plans for the main towns of Kent, 1969-present</li> </ul>
<i>Graduates</i>	<i>See Alumni</i>
<i>Guardians</i>	<i>See under Poor law</i>
<i>Health</i>	<i>See separate Guide to the History of Health and Medicine</i> <i>See also Patient records</i>
Health authorities	<ul style="list-style-type: none"> <li>• Catalogued under MH/HA</li> </ul>
Hearth tax	<ul style="list-style-type: none"> <li>• Catalogued as Q/RTh</li> <li>• See also Duncan Harrington, <i>Kent Hearth Tax 1662</i>, shelved at K336.2 HAR, which includes a name index and has most of the records transcribed</li> <li>• See also borough and unofficial collections</li> </ul>
Highway boards	<ul style="list-style-type: none"> <li>• Catalogued as HB</li> <li>• See also Turnpikes</li> </ul>
Highway diversions	<ul style="list-style-type: none"> <li>• Highway diversions and stopping up orders, which sometimes include plans, are catalogued as Q/RH</li> </ul>
<i>Hodges, William (photographer)</i>	<i>See William Hodges collection</i>
<i>Horton Kirby Little Boys' Home</i>	<i>See under Little Boys' Homes</i>

Hospitals	<ul style="list-style-type: none"> <li>• Catalogued under MH</li> <li>• Some of our main hospital collections are: West Kent General Hospital (MH/Md1); Oakwood Hospital, formerly Barming Asylum (MH/Md2); St Augustine's Hospital, formerly Chartham Asylum (MH/T3); Kent and Canterbury Hospital (MH/T4); St Martin's Hospital, Canterbury (MH/T11); Royal Sea Bathing Hospital, Margate (MH/T1)</li> <li>• See also Mental health, Patient records</li> </ul>
<i>House history</i>	<i>See separate Guide to House History</i>
Illustrations	<ul style="list-style-type: none"> <li>• The KHLC image collections contain over 60,000 photographs, postcards and prints of Kent locations. There are also images arranged by subject using the Dewey classification.</li> <li>• The collection includes old photographs and negatives, glass plate negatives, photo albums, slides, postcards and prints</li> <li>• See also: Aerial photographs; Boyer/Sidery collection; William Hodges collection; Gerald Edgeler collection; Francis Frith collection; Essenhigh Corke collection</li> </ul>
<i>Illustrated London News</i>	<i>See under Newspapers (national)</i>
<i>Inclosure</i>	<i>See Enclosure</i>
<i>Industrial School</i>	<i>See Stanhope Industrial School</i>
Inland Revenue	<ul style="list-style-type: none"> <li>• Records of the 1910 Finance Act, also known as the 1910 Domesday or Lloyd George Domesday, are catalogued as IR</li> <li>• See also Valuation lists</li> </ul>
Inventories	<ul style="list-style-type: none"> <li>• Indexes to some probate inventories for the dioceses of Canterbury and Rochester are available on the Origins website</li> <li>• Indexes to some Canterbury probate inventories are held at Canterbury Cathedral Archives, reference PRC48/4-8 and PRC48/14</li> <li>• Inventories for both Canterbury and Rochester dioceses are available on microfilm</li> <li>• See also our online introductory guide, <a href="#"><u><i>New to probate records?</i></u></a></li> </ul>
<i>Jails</i>	<i>See Prisons</i>
<i>Kelly's Directories</i>	<i>See Directories</i>
Kent County Council	<ul style="list-style-type: none"> <li>• Catalogued under C and CC</li> <li>• For an introduction to KCC records to 1945, see Dr Felix Hull, <i>Handlist of Kent County Council Records 1889-1945</i> (Maidstone, Kent County Council, 1971)</li> </ul>

Kent History Source	<ul style="list-style-type: none"> <li>• KCC's own digital resource</li> <li>• It contains images of: parish registers and bishops' transcripts for Rochester diocese; land tax returns for the whole county; selected quarter sessions order books, indictments. minute books, sessions' rolls and other records, 17<sup>th</sup>-19<sup>th</sup> centuries; Rochester archdeaconry and Shoreham Peculiar wills</li> <li>• Currently only available at the KHLC</li> </ul>
Kent Photo Archive	<ul style="list-style-type: none"> <li>• This website (<a href="http://www.kentphotoarchive.com/kpa/desktopindex.php">http://www.kentphotoarchive.com/kpa/desktopindex.php</a>) provides collections of historic images from as early as 1860 up to the post war years</li> <li>• A sample of images from the KHLC can be viewed on this website</li> </ul>
Land drainage	<ul style="list-style-type: none"> <li>• Catalogued under S</li> </ul>
Land tax	<ul style="list-style-type: none"> <li>• The main collections are Q/CTI, to 1780, and Q/RPI, 1780-1832</li> <li>• See also TC catalogue</li> <li>• There are some early land tax returns for the Sevenoaks area catalogued as U1000/20/O3</li> <li>• See also Inland Revenue</li> <li>• Digital images of land tax returns, 1780-1832, are available on Kent History Source</li> <li>• See also borough and unofficial collections</li> </ul>
Land utilisation maps	<ul style="list-style-type: none"> <li>• Compiled by Alice Coleman of the University of London in the 1970s</li> <li>• Those maps drawn for Kent are held at the KHLC</li> <li>• Indexed in the printed maps card index</li> </ul>
<i>Letters</i>	<i>See Correspondence</i>
Licensing records	<ul style="list-style-type: none"> <li>• Licensed victuallers' recognizances from the 17<sup>th</sup> century to 1828 are catalogued under Q/RLv</li> <li>• There may also be some licensing records in borough archives</li> <li>• For licensing records after 1869 see petty sessions catalogues</li> <li>• See also Petty sessions</li> </ul>
Listed buildings	<ul style="list-style-type: none"> <li>• Listings available in the archive searchroom</li> <li>• Also available online at <a href="#">British Listed Buildings Online</a> and <a href="#">Exploring Kent's Past</a></li> <li>• See also C/PL2, files on listed buildings, arranged geographically</li> </ul>
Listed building maps	<ul style="list-style-type: none"> <li>• Maps showing the locations of the listed buildings are also available</li> </ul>

Lieutenancy	<ul style="list-style-type: none"> <li>• Lieutenancy records are catalogued as L</li> </ul>
<i>Lighting (street)</i>	<i>See under Roads</i>
Little Boys' Homes	<ul style="list-style-type: none"> <li>• The main archives for the Farningham Little Boys' Home and the Swanley Little Boys' Home are held at the University of Liverpool Special Collections and Archives Department</li> <li>• Applications for information from the records at Liverpool University should be made to Action for Children (email: <a href="mailto:ask.us@actionforchildren.org.uk">ask.us@actionforchildren.org.uk</a>; telephone: 0300 123 2112)</li> <li>• There are some school records at the KHLC for the Farningham Little Boys' Home (C/ES/193/1), the Horton Kirby Little Boys' Home (C/ES/193/2) and the Swanley Little Boys' Home (C/ES/358)</li> <li>• Copies of minutes relating to the establishment of the Farningham Little Boys' Home in 1863-1867 are catalogued as TR3484</li> </ul>
<i>Lloyds' captains register</i>	<i>See under Shipping</i>
<i>Local authorities</i>	<i>See Boroughs; Parish councils; Rural districts; Urban districts</i>
Magistrates' courts	<ul style="list-style-type: none"> <li>• The records of the Canterbury and St Augustine's magistrates' court are catalogued as CAN-U192</li> <li>• See also Petty sessions</li> </ul>
Maidstone Gaol	<ul style="list-style-type: none"> <li>• There are some early 19<sup>th</sup> century records of Maidstone Gaol catalogued under PC/M</li> <li>• Calendars of prisoners are catalogued within the county and borough quarter sessions</li> <li>• Registers of prisoners at Maidstone Prison from the 1880s onwards are held at Maidstone Museum</li> <li>• Plans and other documents relating to Maidstone Gaol are catalogued under Q/AGw, Q/GGw and Q/FGw</li> <li>• A volume of extracts relating to the building of the new gaol, 1805-1823 (Q/AGw2), has been published by Kent Archaeological Society as <i>The New Gaol Order Book</i></li> </ul>
Maidstone Cemetery	<ul style="list-style-type: none"> <li>• Registers of burials at the Sutton Road Cemetery, Maidstone, are catalogued as Md/B</li> </ul>
<i>Manorial courts</i>	<i>See Manorial records</i>
Manorial records	<ul style="list-style-type: none"> <li>• Manorial records were created by manors</li> <li>• There may be several manors within one parish or more than one parish within a manor</li> <li>• Catalogued within unofficial collections (U) in the M section</li> </ul>
<i>Maps</i>	<i>See Agricultural classification maps; Archaeology maps; Canal plans; Estate maps; Listed building maps; Ordnance Survey maps; Railways; Tithe maps; Geology maps; Footpath maps; Wildlife habitat maps; Land utilisation maps</i>

Marriage licences	<ul style="list-style-type: none"> <li>• Rochester diocesan marriage bonds and allegations are catalogued as DRb/M; index available</li> <li>• Canterbury diocesan marriage licences are available on microfiche; published indexes available, covering 1568 to 1837</li> </ul>
Marriage registers	<ul style="list-style-type: none"> <li>• The KHLC does not hold records of register office marriages</li> <li>• Certificates of register office marriages can be obtained from the General Register Office at Southport or the Certificate Centre at Mansion House in Tunbridge Wells</li> <li>• For records of church marriages, see parish registers; Methodists; Non-Conformists; Society of Friends</li> </ul>
<i>Medical records</i>	<i>See separate Guide to the History of Health and Medicine</i> <i>See also Hospitals; Mental health; Patient records</i>
<i>Mental health</i>	<i>See under Asylums; Hospitals</i> <i>See also separate Guide to the History of Health and Medicine</i>
Methodists	<ul style="list-style-type: none"> <li>• Methodist records are catalogued under M</li> </ul>
Microfiche	<ul style="list-style-type: none"> <li>• The microfiche collection contains copies of records held at the KHLC and at other record offices</li> <li>• The microfiche have to be ordered on pink document request tickets</li> <li>• There is a catalogue of the collection on the shelves by the Community History Desk in three orange ring binders</li> <li>• See also Parliamentary papers</li> </ul>
Militia	<ul style="list-style-type: none"> <li>• Militia records are catalogued as L/M</li> <li>• There are some militia lists in the petty sessions records for the upper division of the lathe of Scray, catalogued as PS/US</li> <li>• There may also be militia lists in borough and unofficial collections</li> <li>• Militia service records are held at the National Archives</li> <li>• See also Jeremy Gibson and Mervyn Medlycott, <i>Militia lists and musters, 1757-1876: a directory of holdings in the British Isles</i>, shelved in the archive searchroom at K355</li> </ul>
<i>Military</i>	<i>See East Kent Yeomanry; Militia; Muster rolls; Territorial Army; West Kent Regiment; the Buffs</i> <i>See also Army records</i>
Muster rolls	<ul style="list-style-type: none"> <li>• Found in borough records</li> <li>• See also Jeremy Gibson and Alan Dell, <i>Tudor and Stuart muster rolls: a directory of holdings in the British Isles</i>, shelved in the archive searchroom at K355</li> </ul>
National Coal Board	<ul style="list-style-type: none"> <li>• Records catalogued as NCB</li> </ul>

Naval records	<ul style="list-style-type: none"> <li>• Royal Navy pension and service records and medal rolls to 1923 are held at the National Archives. Some of these records have been digitised and are available on the Ancestry website.</li> </ul>
Newspapers (local)	<ul style="list-style-type: none"> <li>• The KHLC holds the main collection of newspapers for the Maidstone area and a selection of historic newspapers for Ashford</li> <li>• Titles include: the <i>Kent Messenger</i>, the <i>Maidstone Journal</i>; and the <i>Kentish Express</i></li> <li>• Some titles are available on microfilm; others are the original newspapers</li> <li>• Some titles are listed on the online library catalogue</li> <li>• Lists are available in the community history room and the archive searchroom</li> <li>• The <i>Dover Express</i> is available through the newspaper section of the Online Reference Library</li> </ul>
Newspapers (national)	<ul style="list-style-type: none"> <li>• The KHLC holds <i>The Times</i> on microfilm</li> <li>• <i>The Times</i> and a selection of 19<sup>th</sup> century newspapers are available through the newspaper section of the Online Reference Library</li> <li>• The <i>Illustrated London News</i> is also available online</li> </ul>
Non-Conformists	<ul style="list-style-type: none"> <li>• Records catalogued under N</li> <li>• Non-Conformist registers held at the National Archives are available on microfilm at the KHLC</li> <li>• See also Methodists, Society of Friends</li> </ul>
<i>Oakwood Hospital</i>	<i>See under Hospitals</i>
Ordnance Survey maps	<ul style="list-style-type: none"> <li>• The KHLC has a good, but not complete, coverage of large-scale historic Ordnance Survey maps</li> <li>• The main series are 6 inches to one mile and 25 inches to one mile, 1850s-1930s; new series (TQ/TR), 1960s-1990s; 1:500 town plans, 1860s-1870s. Lists are available in the archive searchroom.</li> <li>• The KHLC also holds small scale Ordnance Survey maps series and William Mudge's 1 inch map of 1801, which preceded the 6 inch Ordnance Survey</li> <li>• We have a small number of reference books for the 25 inch, first edition series</li> <li>• Indexed in the card catalogue of printed maps</li> <li>• Digital images of historic Ordnance Survey maps are available online at <a href="#">Exploring Kent's Past</a></li> </ul>
Ordinations	<ul style="list-style-type: none"> <li>• Ordinations for the diocese of Rochester before the 20<sup>th</sup> century were recorded in the bishops' registers (DRb/Ar/1/1-22)</li> </ul>

<i>Oxford graduates</i>	<i>See Alumni</i>
<i>Pacifists</i>	<i>See Conscientious objectors</i>
Parish councils	<ul style="list-style-type: none"> <li>• Parish council records are the records of civil parishes, as opposed to church parishes</li> <li>• Catalogued as PC</li> </ul>
Parish records	<ul style="list-style-type: none"> <li>• Parish records are the records of Church of England parishes</li> <li>• They include records relating to: parish property (parsonage house, glebe, etc); the church fabric and churchyard (conveyances, consecrations, faculties, plans, specifications); churchwardens, eg rates and accounts; poor law, eg overseers' rates and accounts, pre-1834 settlement papers and workhouse records; other parish officials, eg surveyor of highways, constable; charities and schools</li> <li>• The KHLC holds parish records for the archdeaonries of Maidstone (Canterbury diocese) and Tonbridge (Rochester diocese)</li> <li>• Parish records are catalogued under P</li> <li>• Parish records for the archdeaconry of Canterbury (Canterbury diocese) are held at Canterbury Cathedral Archives</li> <li>• Parish records for Rochester archdeaconry are held at the Medway Archives and Local Studies Centre at Strood</li> <li>• See also Parish registers</li> </ul>
Parish registers	<ul style="list-style-type: none"> <li>• Parish registers are catalogued under P and are listed in the <i>Guide to Parish Registers</i></li> <li>• Most parish registers are available on microfilm</li> <li>• Some parish registers for Canterbury archdeaconry are available on microfiche</li> <li>• Digital images of parish registers for the diocese of Rochester are available on Kent History Source</li> <li>• Digital images of the parish registers for the archdeaconry of Canterbury are available on findmypast</li> <li>• Digital images of parish registers for Rochester archdeaconry are available on CityArk</li> <li>• See also our online introductory guide, <u><a href="#">New to parish registers?</a></u></li> </ul>
Parliamentary papers	<ul style="list-style-type: none"> <li>• The KHLC holds microfiche and some printed copies of a selection of 19<sup>th</sup> century parliamentary papers</li> <li>• The microfiche are catalogued and indexed in the <i>Subject catalogue of the House of Commons parliamentary papers 1801-1900</i>, shelved at K015.42 COC in the Archives Searchroom</li> </ul>

Patient records	<ul style="list-style-type: none"> <li>• Records of individual patients are found within hospital archives</li> <li>• Patients' cases notes less than 100 years old are closed, although it may be possible to apply to the relevant NHS Trust for access</li> <li>• Applications for access should be made in writing. Contact details for the relevant NHS Trust may be obtained from the KHLC.</li> </ul>
Paving	<ul style="list-style-type: none"> <li>• See under roads</li> </ul>
Petty sessions	<ul style="list-style-type: none"> <li>• Catalogued under PS and under individual boroughs</li> <li>• To find out which petty sessional division a particular parish came under, try the <i>Dictionary of Civil Parishes in England and Wales</i> (1914) (title on spine: 'Civil Parishes in England &amp; Wales')</li> </ul>
<i>Photographs</i>	<p><i>See under Illustrations</i>  <i>See also: Boyer/Sidery collection; William Hodges collection; Gerald Edgeler collection; Francis Frith collection; Essenhigh Corke collection; Kent Photo Archive</i></p>
Planning records	<ul style="list-style-type: none"> <li>• Building plans may survive from the late 1870s for urban areas and from the 1930s for rural areas</li> <li>• There may also be material relating to planning in parish council records</li> <li>• Kent County Council Planning Department records are catalogued under C/PL</li> </ul>
Police	<ul style="list-style-type: none"> <li>• Records of the county police force, founded in 1856, and local police forces are catalogued as C/PO</li> <li>• See also borough records (Watch Committee, etc)</li> </ul>
Poll books	<ul style="list-style-type: none"> <li>• Poll books list the names of voters in elections and the candidates they voted for. Most relate to parliamentary elections.</li> <li>• The earliest manuscript poll book dates from 1713; the latest poll books are dated 1871</li> <li>• Poll books were discontinued after the introduction of the secret ballot in 1872</li> <li>• Manuscript poll books for the election of county Members of Parliament are catalogued as Q/RPe</li> <li>• Poll books for the election of borough Members of Parliament are catalogued within borough collections</li> <li>• Published poll books are shelved at K312 for county elections and by place for boroughs; they cover 1730 to 1868</li> </ul>

Poor law	<ul style="list-style-type: none"> <li>• Records of the poor law pre-1834 (the 'old poor law'), such as overseers' rates and accounts, removal orders and settlement examinations and certificates, are found within parish records</li> <li>• There is a transcription of settlement, removal and bastardy records among the records of mid-Kent parishes available as CD-ROM 52. The parishes covered are listed in Appendix 3 of the CD-ROM Index, shelved in the community history room.</li> <li>• Records of the post-1834 poor law (the 'new poor law'), when parishes were grouped together to form poor law unions, each managed by a board of guardians, are catalogued under G</li> <li>• Records of the post-1834 poor law include guardians' minute books, workhouse admissions and discharges, birth and death registers, rating records and records of relieving officers</li> <li>• A small number of parishes formed unions under Gilbert's Act of 1782. The records of these are catalogued under G/A.</li> <li>• See also Public Assistance Committees, Rural queries</li> </ul>
<i>Poor law unions</i>	<i>See under Poor law</i>
<i>Poor rates</i>	<i>See under Poor law</i>
<i>Population</i>	<i>See under Census</i>
<i>Postcards</i>	<i>See under Illustrations</i>
<i>Prints</i>	<i>See under Illustrations</i>
Prisons	<ul style="list-style-type: none"> <li>• Calendars of prisoners in the county gaols and houses of correction are catalogued in the quarter sessions records (Q/SMC and Q/SB)</li> <li>• Records relating to the building of prisons are catalogued as Q/GGe and Q/GGw</li> <li>• See also: Debtor prisoners; Maidstone Gaol</li> </ul>
<i>Probate</i>	<i>See Inventories; Wills</i>
<i>Pub licensing</i>	<i>See Licensing</i>
Public Assistance Committees	<ul style="list-style-type: none"> <li>• Successors to the poor law guardians, the Public Assistance Committees existed from 1930 until 1948</li> <li>• Records catalogued as C/PA</li> <li>• See also John Moss, <i>Public Assistance in Kent 1930-1948</i>, shelved in the archive searchroom at K360</li> </ul>
Public Record Office calendars <i>(continued overleaf)</i>	<ul style="list-style-type: none"> <li>• The KHLC holds a large selection of published Public Record Office calendars (summaries in English of documents, many of which are medieval records dating from the 13<sup>th</sup> century, now held at the National Archives)</li> <li>• Calendars held include: charter rolls; close rolls; patent rolls; assize records; inquisitions post mortem; inquisitions miscellaneous; state papers domestic (16<sup>th</sup>-17<sup>th</sup> centuries); Committee for the Advance of Money (1642-1656); Committee for Compounding (1643-1660)</li> </ul>

Public Record Office calendars (cont'd)	<ul style="list-style-type: none"> <li>The KHLC does not hold <i>Letters and Papers of Henry VIII</i> but these are available on the British History Online website</li> </ul>
<i>Quakers</i>	<i>See Society of Friends</i>
Quarter sessions	<ul style="list-style-type: none"> <li>Catalogued under Q</li> <li>At some dates there were separate quarter sessions held for East Kent (at Canterbury) and West Kent (usually Maidstone); at others there was one sessions for the whole county</li> <li>Records of the court in session include: sessions papers (Q/SB); minute books (Q/Sma and Q/SMb); calendars of prisoners (Q/SMc); order books (Q/SO)</li> <li>Enrolled and deposited records include: victuallers' recognizances (Q/RLv); land tax assessments (Q/RPI); records of public undertakings (Q/RU)</li> <li>There are also records relating to bridges (Q/AB); gaols and houses of correction (Q/AG); asylums (Q/AL and Q/GL) and committees (Q/SC and Q/GC)</li> <li>Digital images of order books, indictments, minute books, sessions' rolls and other records are available on Kent History Source</li> <li>For a good introduction to quarter sessions, see Dr Felix Hull, <i>The Guide to the Kent County Archives Office</i> (Maidstone, Kent County Council, 1958)</li> <li>Many boroughs had their own quarter sessions, the records of which are catalogued in the borough collections</li> </ul>
Radio Kent audio tape archive	<ul style="list-style-type: none"> <li>List available</li> </ul>
<i>RAF Aerial Mosaics</i>	<i>See under Aerial photographs</i>
Railways	<ul style="list-style-type: none"> <li>Plans and books of reference for railway lines are catalogued under Q/RUm</li> <li>Acts of Parliament relating to railway lines are part of the statutes collection</li> </ul>
Rates	<ul style="list-style-type: none"> <li>Rating records may be found among the records of parishes (eg church rates, poor rates, highway rates), boroughs, poor law unions, quarter sessions, rural district councils and urban district councils</li> <li>See also Valuation lists</li> </ul>
<i>Removal orders</i>	<i>See under Poor law</i>
River authorities	<ul style="list-style-type: none"> <li>Records of Kent River Authority are catalogued as S/KR</li> </ul>
<i>Rights of Way</i>	<i>See Footpaths</i>

Roads	<ul style="list-style-type: none"> <li>• Presentments relating to the upkeep of roads are catalogued within borough, parish and quarter sessions records</li> <li>• Borough records may also include records of paving commissioners</li> <li>• Records relating to paving, street cleaning and lighting are catalogued in borough and urban district council records</li> <li>• Paving Acts are catalogued in the statutes collection</li> <li>• Records of Kent County Council's Roads Department are catalogued as C/RO</li> <li>• See also: Highway boards, Highway diversions, Turnpikes</li> </ul>
Rochester archdeaconry	<ul style="list-style-type: none"> <li>• The records of Rochester archdeaconry are catalogued as DRa</li> </ul>
Rochester bishopric	<ul style="list-style-type: none"> <li>• The records of the bishopric of Rochester are catalogued as DRb</li> </ul>
Rochester Cathedral	<ul style="list-style-type: none"> <li>• The records of Rochester Cathedral are held at the Medway Archives and Local Studies Centre</li> </ul>
Rochester dean and chapter	<ul style="list-style-type: none"> <li>• The records of the dean and chapter of Rochester are held at the Medway Archives and Local Studies Centre</li> </ul>
Rochester diocese	<ul style="list-style-type: none"> <li>• The records of Rochester diocese are catalogued under DR</li> </ul>
Rolls series	<ul style="list-style-type: none"> <li>• Also known as Chronicles and Memorials of Great Britain and Ireland</li> <li>• The KHLC holds a complete set of these publications</li> <li>• They are listed in the two volumes of E C L Mullins's, <i>Texts and Calendars</i></li> </ul>
<i>Royal East Kent Yeomanry</i>	<i>See East Kent Yeomanry</i>
<i>Royal East Kent Regiment</i>	<i>See the Buffs</i>
<i>Royal West Kent Regiment</i>	<i>See West Kent Regiment</i>
Rural deaneries	<ul style="list-style-type: none"> <li>• Records for rural deaneries in the diocese of Rochester are catalogued as DRd</li> </ul>
Rural districts	<ul style="list-style-type: none"> <li>• Catalogued as RD</li> </ul>
Rural queries	<ul style="list-style-type: none"> <li>• The rural queries were the replies made to a parliamentary commission set up in 1832 to look into the working of the poor law</li> <li>• They provide a valuable snapshot of the parish life, social structure and economy of the time</li> <li>• Fifty-seven Kent parishes replied to the survey</li> <li>• The answers are available in book form, shelved at XK 360 POO, or in the parliamentary papers microfiche</li> </ul>

Rural sanitary authorities	<ul style="list-style-type: none"> <li>• Predecessors of rural districts</li> </ul>
St Mary's Convict Prison	<ul style="list-style-type: none"> <li>• St Mary's Convict Prison, also known as the Chatham Convict Prison, opened in 1856 and closed in 1892</li> <li>• The surviving records are held at the National Archives and are listed in David Hawkings's book, <i>Criminal Ancestors</i></li> </ul>
Sales particulars	<ul style="list-style-type: none"> <li>• The KHLC collections contains hundreds of sales particulars</li> <li>• There are various finding aids to these. Please ask staff for details.</li> </ul>
Schools	<ul style="list-style-type: none"> <li>• Records of individual Kent County Council-run schools, such as log books (official diaries of key school events), from 1863 onwards, and admission registers, are catalogued under C/ES</li> <li>• Records mentioning individual children, such as log books and admissions registers, are closed for up to 96 years from the date of the latest entry</li> <li>• The catalogues of the records are arranged by place</li> <li>• Records of school boards, usually board minutes, are catalogued under C/EB</li> <li>• Plans of schools approved by the Department of Education are catalogued under DE/S</li> <li>• Records of Kent County Council 's Education Committee are catalogued as C/EC</li> <li>• Material relating to individual schools may also be found among borough, charity, diocesan and parish records</li> </ul>
<i>Settlement certificates</i>	<i>See under Poor law</i>
<i>Settlement examination</i>	<i>See under Poor law</i>
<i>Sewers, commissioners of</i>	<i>See Land drainage</i>
Shipping	<ul style="list-style-type: none"> <li>• Registers of shipping are catalogued as RBS</li> <li>• Shipping crew lists, 1863-1913, are catalogued as RGS. The names of crew members are included in the personal name card index in the archive searchroom.</li> <li>• Name indexes created by the Crew List Index Project (CLIP) are available on the findmypast website</li> <li>• Lloyds' captains register for 1869 is available on microfiche</li> </ul>
<i>Sidery photographic collection</i>	<i>See Boyer/Sidery Photographic collection</i>
Society of Friends	<ul style="list-style-type: none"> <li>• Catalogued under N/F</li> </ul>

Stanhope Industrial School	<ul style="list-style-type: none"> <li>• The KHLC holds records of pupils at Stanhope School from 1875 to 1936, catalogued under C/ST</li> <li>• Pupil records are closed for up to 96 years</li> <li>• Committee minutes, 1873-1889, are catalogued under Q/GCs; those covering 1896-1947 are catalogued under CC/MC/7/1</li> </ul>
Statutes	<ul style="list-style-type: none"> <li>• The KHLC holds a comprehensive collection of local Acts of Parliament</li> <li>• They are catalogued in the online library catalogue</li> </ul>
Street cleaning	<ul style="list-style-type: none"> <li>• See under roads</li> </ul>
<i>Swanley Little Boys' Home</i>	<i>See under Little Boys' Homes</i>
Swing Riots	<ul style="list-style-type: none"> <li>• There is material relating to the agricultural riots and machine breaking in East and West Kent in 1830 (the 'Swing Riots') among the quarter sessions papers (especially Q/SBe/120-121 and Q/SBw/124)</li> <li>• See also Alison Cresswell, <i>The Swing Riots in Kent</i> and Jill Chambers, <i>Kent machine breakers: the story of the 1830 riots</i>, shelved at XK630</li> </ul>
Taxation	<ul style="list-style-type: none"> <li>• National taxation is imposed by central government, and local taxation is imposed by local authorities. Records for both national and local taxation can mainly be found in borough and unofficial records.</li> <li>• See also Hearth tax; Inland Revenue; Land tax; Rates; Valuation lists; Window tax</li> </ul>
Territorial Army	<ul style="list-style-type: none"> <li>• Records of the Territorial Army are catalogued under MD/TA</li> </ul>
Tithes	<ul style="list-style-type: none"> <li>• There are tithe maps and apportionments for all but a small handful of Kent parishes</li> <li>• Digital images of tithe maps are available on a portable hard drive in the Archives Searchroom</li> <li>• Microfilms of the copies of tithe maps held at the National Archives are also available</li> <li>• Many tithe apportionments have been transcribed by the Kent Archaeological Society and are available on the society's website</li> <li>• Tithe maps and apportionments for the whole of Kent are available on microfilm</li> <li>• Other tithe records are catalogued as CTR and CTS and in parish collections</li> </ul>
Title deeds	<ul style="list-style-type: none"> <li>• Usually catalogued in the T section of unofficial (U) collections</li> <li>• Title deeds also appear in most other types of collections including borough and parish collections</li> </ul>

Transcripts	<ul style="list-style-type: none"> <li>• Many modern transcripts of parish registers are available on the shelves in the community history room; other transcripts have to be ordered on pink document request tickets</li> <li>• See <i>Guide to Parish Registers</i> and catalogue of transcripts (TR) in the archive searchroom for details</li> </ul>
Turnpikes	<ul style="list-style-type: none"> <li>• Records of turnpike trusts are catalogued under T</li> <li>• Some turnpike plans are catalogued under Q/RUm</li> <li>• Some accounts of individual turnpike trusts are catalogued under Q/RUt</li> <li>• See also roads</li> </ul>
<i>Utilities</i>	<i>See Canal plans; Electricity companies; Gas companies; Railways; Turnpikes</i>
<i>University graduates</i>	<i>For information relating to Oxford and Cambridge graduates see Alumni</i>
Urban sanitary authorities	<ul style="list-style-type: none"> <li>• Predecessors of urban districts; records may also be found in borough collections</li> </ul>
Urban districts	<ul style="list-style-type: none"> <li>• Most records are catalogued under UD</li> <li>• Records of Maidstone Urban District Council are catalogued under Maidstone Borough</li> </ul>
Vaccination registers	<ul style="list-style-type: none"> <li>• Vaccination registers contain all births registered in a particular registration district</li> <li>• They cover the period 1853-1929</li> <li>• They are catalogued with the records of poor law unions</li> </ul>
Valuation lists	<ul style="list-style-type: none"> <li>• Valuation lists can be found among borough, parish poor law union, rural district council and urban district council collections</li> <li>• See also Inland Revenue; Rates</li> </ul>
Vehicle registration	<ul style="list-style-type: none"> <li>• Records of motor vehicle registrations, 1903-1974, are catalogued under C/FL</li> <li>• Records of Canterbury City vehicle registrations are held at Canterbury Cathedral Archives</li> </ul>
<i>Victuallers</i>	<i>See under Licensing</i>
Wage assessments	<ul style="list-style-type: none"> <li>• Catalogued under Q/AW</li> </ul>
<i>War diaries</i>	<i>For World War II civil defence war diaries see under Civil defence; World War I war diaries of the battalions of the West Kent Regiment are catalogued within WKR</i>
West Kent Regiment	<ul style="list-style-type: none"> <li>• The records of the West Kent Regiment are catalogued as WKR</li> </ul>
Wildlife habitat survey	<ul style="list-style-type: none"> <li>• The KHLC holds maps that record the habitats of key species</li> <li>• These maps are accompanied by target notes</li> </ul>

William Hodges collection	<ul style="list-style-type: none"> <li>• The KHLC holds the William Hodges collection</li> <li>• The photographs were taken in the 1880s by William Hodges (1820-1906), a postman in Matfield for 28 years</li> <li>• They mainly relate to the Brenchley and Matfield area, with one or two for Horsmonden</li> </ul>
Wills	<ul style="list-style-type: none"> <li>• The KHLC holds wills for the dioceses of Canterbury and Rochester</li> <li>• The Origins website has indexes to all Rochester wills and some inventories for both dioceses</li> <li>• The East Kent Wills Index on the Kent Archaeological Society's website is an index to all the wills proved in the archdeaconry and consistory courts of the diocese of Canterbury</li> <li>• Copies of all wills are available on microfilm</li> <li>• Digital images of some Rochester wills are available on Kent History Source</li> <li>• See also our online introductory guide, <u><i>New to probate records?</i></u></li> </ul>
Window tax	<ul style="list-style-type: none"> <li>• The main series of window tax records is catalogued under Q/CTw</li> <li>• There may also be some window tax returns in borough records</li> <li>• There are several window tax returns for the Thanet area catalogued under EK/U1453/O4</li> </ul>
Women's history	<ul style="list-style-type: none"> <li>• See Alison Cresswell's <i>Women in Kent</i> for a selection of sources available at the KHLC</li> </ul>
<i>Workhouses</i>	<i>See: Poor law</i>