

SITE SURVEY REPORT

Solar Panel Maintenance

Prepared for	Hollins Farm Ltd
Date	22 Sep 2026
Site	Hollins Farm, Kendal
Prepared by	F. Moorcroft

FORM

Solar Panel Maintenance

1. Record details and scope

Project	Hollins Farm, Kendal: barn roof solar PV maintenance (completed example)
Site or premises address	Hollins Farm, Underbarrow Road, Kendal
Client or organisation	Hollins Farm Ltd
Record date	22 Sep 2026
Person completing the record	F. Moorcroft

This is a maintenance evidence record, not electrical design or isolation instructions. PV circuits can remain energised in daylight; switching off an inverter is not proof that every circuit is dead.

Government solar PV fire research identifies risks associated with PV systems, while HSE requires suitable electrical maintenance arrangements. Use competent people, system documentation and a safe method for the actual installation.

2. Equipment and work

Solar PV system asset ID and location	PV-01, roof-mounted PV array on the south slope of the main barn, inverters in the farm office plant cupboard
Manufacturer, model and serial number	Monocrystalline modules (138 off) and two string inverters. Serial numbers in the system handover pack HF-PV-HP.
Maintenance procedure and revision	Annual PV maintenance procedure SPV-MP-02 rev 3
Technician and competence reference	F. Moorcroft, PV maintenance technician, Lakeland Solar Services Ltd, card LSS-022
Planned work and exclusions	Annual visual inspection from the MEWP, monitoring review, inverter check, module clean on rows 1 and 2. Excludes electrical testing of DC strings and the AC installation.
Safe isolation or permit reference	No DC work planned. After the cracked module was found, INV-2 was switched off, the string 3 DC isolator opened and tagged, then INV-2 restarted. Permit HF-PTW-0922.

3. Array and access

Array locations, module type and system capacity	South barn slope, 138 modules in 6 strings, about 55 kWp
Inverter identifiers and firmware or alarm references	INV-1 and INV-2, firmware current per monitoring portal. INV-2 showed an insulation warning on 2026-09-02, cleared itself.

Roof access, edge protection and access-plan reference	MEWP from the yard, no roof walking. Access plan HF-AP-03, yard closed to vehicles during the work.
Areas inaccessible or excluded from inspection	Top row of modules near the ridge seen from the MEWP basket only at an angle. Roof underside not inspected.

4. Condition and performance

Visible module damage and soiling recorded	Action needed
Action, limitation or reason not applicable	One module in string 3, row 2 position 14, has cracked front glass. Heavy bird soiling on the bottom two rows, cleaned with water and a soft brush.
Mounting and roof interface observations recorded from safe access	Acceptable
Visible cables, connectors and labels checked within authorised scope	Action needed
Action, limitation or reason not applicable	One cable on string 3 hanging loose under the module edge, not clipped. Labels at inverters and isolators present and legible.
Inverter alarms and monitoring data reviewed	Action needed
Action, limitation or reason not applicable	INV-2 insulation warning in the log on 2026-09-02. Likely related to the cracked module on string 3. For specialist testing.
Generation reading, period and comparison basis	Last 12 months 49,800 kWh from the export meter. About 6 % below the same period last year, roughly in line with a duller summer.
Specialist electrical test report references	DC insulation resistance test on string 3 to be done by Lakeland Solar Services electrical tester, report to follow as LSS-TR-26-118.

5. Work and handback

Work performed and parts used	Rows 1 and 2 cleaned. Loose string 3 cable clipped back with UV-stable clips. String 3 DC isolator opened and tagged.
Post-work tests and evidence	INV-2 running on the remaining strings, output checked on the portal at 14:30. INV-1 normal.
Equipment handback	Restricted use
Restrictions, isolation and person informed	String 3 isolated at its DC isolator and tagged, rest of the array running. Module still live in daylight, no one to touch it. Farm manager R. Dent told at 14:40.

Condition and work evidence photos



6. Actions and review

Are further actions required?	Yes
Further action 1: Replace the cracked module on string 3 and carry out DC insulation resistance test on the string. Report LSS-TR-26-118.	
Action and evidence reference	Replace the cracked module on string 3 and carry out DC insulation resistance test on the string. Report LSS-TR-26-118.
Person responsible	F. Moorcroft, Lakeland Solar Services Ltd
Target date	13 Oct 2026
Action status	Open
Further action 2: Keep the yard under the barn eaves clear on the repair date so the MEWP can be used.	
Action and evidence reference	Keep the yard under the barn eaves clear on the repair date so the MEWP can be used.
Person responsible	R. Dent, farm manager
Target date	13 Oct 2026
Action status	Open
Outstanding limitations and information to pass on	Visual and monitoring checks only. No electrical tests done on this visit. String 3 isolated until repaired.
Record status	Further work needed
Reviewed by	R. Dent, farm manager

Review date

23 Sep 2026

Author signature



Signing records the information entered. It does not itself certify legal compliance, remove a limitation or authorise unsafe work.