

WELCOME TO SOUNDCHECK

Who Are We?

We are Visual Radio Arts (Phil & Mags). We produce a live music performance show called Soundcheck at our video studio in Devizes, Wiltshire. In addition, we also provide a commercial live performance recording service for bands that need video material for EPKs (Electronic Press Kits).



Soundcheck has been running for over 6 years, featuring performances from over 200 bands playing everything from folk to thrash. Soundcheck is mainly a free-to-air service, but we also produce ticketed online events through Bandcamp.

Soundcheck shows are simulcast 'as live' streams to Facebook and Bandcamp. They are also uploaded to our website (www.visualradioarts.co.uk) and placed onto our Vimeo and Youtube channels.

Where Are We?

Unit 2, Bath Road Business Centre,
Bath Road,
Devizes,
Wiltshire
SN10 1XA

Tel – 07968 726196

Email – phil@visualradioarts.co.uk or phil@philmoakes.co.uk
Facebook & Twitter - [@visualradioarts](#)



We are at Unit 2



The Unit with the round window



Follow the sign to Unit 2

The door isn't locked. Come on in.

For loading/unloading you can reverse up to the studio door (Unit 2). You are welcome to use our trolley which will carry 150Kg of goods.

On arrival at the Bath Road Business Centre enter the site through the main site entrance. Turn immediately right for Visual Radio Arts at Unit 2.



Once unloaded you must park in a parking area.

The Business Centre operates a one-way system during normal working hours, which means that you would leave via a different gate. At weekends and 'Out of Hours' you can leave by the entry gate. If the gate is locked, please call studio staff.

The pedestrian walkway in the car park is marked out with yellow lines. If you are on foot, please use the pedestrian walkway.

Parking

Although we only have 2 allocated parking bays, our shows are recorded mainly at weekends when the other neighbouring businesses are not in office, so there's usually space. Please do not park in named bays.

The area nearest to our unit has space for cars to park, angled to the driveway.



Some of our previous shows



Loralie



Mutant Thoughts



Arch Garrison



Keith Christmas



Novatines



Rubber Bus



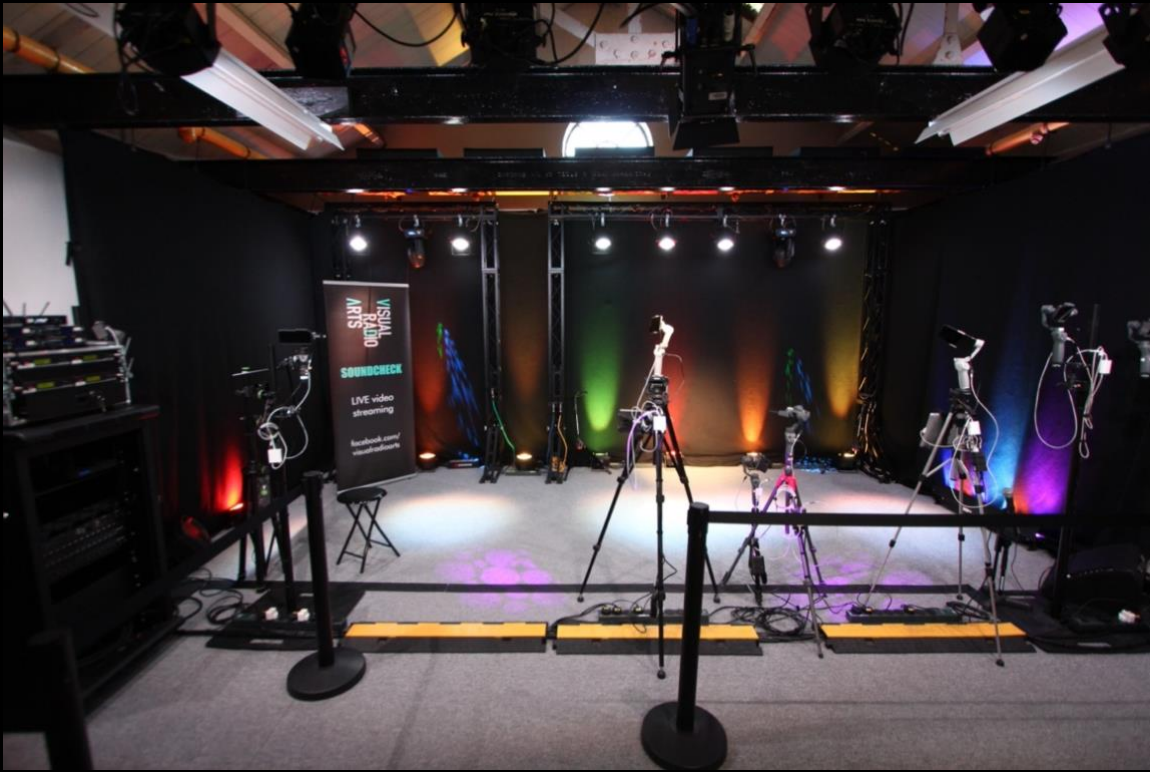
Afraid Of The Dark



Bonetired

How Does It Work?

It's a mix of studio and live. Bands perform 'as live' on our stage, we record everything and then produce an 'as live' video.



AUDIO

Everything is 'miked up' and recorded through our Presonus RM32 rack mixer (32 channel multitrack recording @48K 32bit).

We mainly use Sennheiser microphones & Orchid Electronics DI.

You will be given up to 6 independent monitor mixes via either headphones or In Ear Monitors (IEM). Monitoring graphics are Klark Teknik Square One and DBX.

Once the recording is complete, we edit/mix the audio using Pro Tools 12 and a bagful of plug-ins by Waves and Izotope.

VIDEO

We have 9 iPhone cameras (iPhone 11 Pro and iPhone 8 Plus) on the stage, mounted on DJI OSMO gimbals.

The cameras are controlled using an iPad app called Switcher Studio. Switcher enables us to create multi-cam recordings.

Once the recording is complete, we edit the video, using Final Cut Pro, adding titles and credits. The final Pro Tools music mix is 'sync'd to the video. The video is saved in .mov format at 1080p HD.

STAGE & LIGHTING

Our stage area is about 6 metres wide and about 2.5 metres deep. Not huge, but we can get a 5 piece on without too much drama. It is entirely draped with a thick black stage curtain.



Poor lighting means poor video, so we have lots of white lighting, both at front and rear of the stage.

We also have a bunch of colour uplighters and 4 scanner/movers.

All the lighting is low power LED (ADJ Dotz Par mainly) – they don't get hot. They are controlled by ADJ's MyDMX 3.0

The lighting is set to an automatic scene which we don't play with, although we can turn off movers or uplighters.

We don't use foggers, hazers, or smoke machines since they trigger the studio's fire/smoke alarms.

Some things to think about

If your band includes drums, we will position them to far stage right to keep them as far away from vocals as possible. We do not have any backline – bring yours.

Your lead singer/performer will be central – we can position more cameras and angles if the lead is central.

The belt pack connected to IEM or headphones is wired and can clip to a belt or similar. Don't forget to disconnect when you leave the stage.

IEM should come from behind you with the left and right earpiece cables hanging over each shoulder. The earpieces cables go over your ears. Squash the foam on the earpiece and push into the ear – it will expand to create a seal.

The stage has a black backdrop. If you wear black you won't stand out as well as you will if you wear colour.

It's a bit weird. There's no audience as such (just us) so not like a gig. It's not like a studio session either, where you can do multiple re-takes of each instrument. Before you come to us you need to be well rehearsed. If you have backing vocals, then the tighter they are the better.

There's a lot of waiting. Once you've set up your kit, we wire up microphones etc and then conduct line checks for each instrument. The performance itself is the shortest part of the day.

If you have keyboards, acoustic guitars, computers, samplers etc, bring the signal leads. Standard DI boxes expect a 6.3mm mono jack input lead.

We have 2 guitar stands, but that may not be enough for your band (bass, rhythm, lead, acoustic etc). Guitar stands make better use of stage space, look good on camera, and save your prized instrument from being damaged.

We have a couple of stools and armless seats, but you should bring keyboard stands, tables etc for your kit

It may not be possible to put up banners – and it usually takes ages to hang them which eats into rehearsal time.

If you are watching as a guest, you won't be able to hear everything from the stage because we don't use a PA – it's all in the headphones. We do have a headset that can be used, but it will only have a rough un-monitored mix in it.

Timing

We record our shows on Saturday evenings (mainly).

Get-in is usually at 4.00pm but can be brought forward to earlier, but ...

If you arrive earlier in the day and have an hour or so to kill, the Kennet and Avon canal is just about 5 minutes away. Superb views, an interesting stroll and there's a tea shop.



To get to the canal walk past the shop opposite us on Bath Road and take the first left into a small estate. The canal is about 100 metres away down a few steps.



If you turn left onto the canal, you will walk out of town past the Caen Hill lock flight. A right-hand turn will take you into the centre of Devizes.

However, assuming you arrive at 4.00pm ...

4.00pm – 6.30pm.

Setup and rehearsal. We need to get the recording levels, monitor sound and camera angles right for the show.



6.30pm – 6.50pm

Downtime. A bit of respite before the show

Important Note – we have tea and coffee available. We like tea.



7.00pm

Showtime. Your performance will be about 50 minutes. If it's a bit less or a bit more that's fine.



7.50pm

At the end of the set, we will record a short interview/chat with you which will be the last 10-minute segment of the show.



Sara, Chris, Carl and Patrick, are guest presenters.

Then you pack up and go home.

We carry on for a few more hours, copying and backing up the digital files and resetting the studio for the next show.



What happens after a Soundcheck recording session is complete?

Over the next week we remix the audio and edit the video to create the best version of the show that we can.

Free-To-Air Shows.

The majority of our shows are free-to-air i.e not ticketed.

Free-To-Air shows are

- Streamed to Facebook and Bandcamp simultaneously on the date and time that we have trailed/teased to our followers (about 4000 on last count). The trailer and event post is shared into a range of Facebook groups to attract new audiences.
- Uploaded to our website (www.visualradioarts.co.uk)
- Uploaded to our channels on Vimeo and Youtube

Ticketed Shows

- Streamed as Paid On-line events/Ticketed shows to Bandcamp.
- Made available to ticket holders via our website for return viewing behind a password protected page.
- Made available to new viewers post event from our website. We will collect PayPal payments in exchange for the webpage password.

Permissions

To do all of this we need your permission to store, edit, publish, and distribute the files generated by the performance. The permission, agreement and your tech details are captured via our website on a link/form that you will have completed before the show.

You own your performance and song rights (assuming original songs). We own the files and the production rights (effectively the PPL elements of the unique recordings)

Once we've completed the edits/mixes, we'll send you a Dropbox link to a folder containing 32bit 48K WAV audio of the songs and the finalised video. You can use the files for promotional use.

Payment to Artists

Free-To-Air Shows

For free-to-air shows where we have invited a band to perform, we pay the band. The Musicians' Union (April 2022) has suggested that the minimum fee for a live set (up to 3 hours once set-up is complete) for a band should be £139.50.

The files provided to the band for promotional use (audio and video) have a notional value of around £300 when engineering time and studio use is factored in, but **we will also transfer £110 (uplifted from £100 in May 2022) performance fee to your PayPal or bank account** a day or two later, unless we have agreed a different amount in advance.

Ticketed Shows

Ticketed shows are a risk and usually only work financially if the band has a following. Take-up is determined by the profile of the band, the number of supporters that the band can rely on to buy tickets and the face value of the ticket. As a rule, bands need to be confident of selling about 50 tickets at approx. £8.99 per ticket.

Visual Radio Arts streams ticketed shows to Bandcamp - Facebook withdrew this capability in 2022. Bandcamp has always offered the fairest terms for live streaming and usually only charge a 10% fee per ticket. Working out the potential income isn't an exact science since there are other costs that are deducted by people like PayPal, Apple Pay etc.

If Visual Radio Arts and the band decide to deliver a ticketed event, Visual Radio Arts will offer a guarantee. The guarantee is a commitment from Visual Radio Arts to pay the artist a minimum fee irrespective of ticket sales. Once the guarantee has been recouped from the net ticket sales (after fees), ticket income is split 50/50 with the band.

Licensing the digital files

Bands sometimes ask about using our multitrack or stereo masters for CD releases (you own your performances, but we own the files and production).

We'll work out a fair price to licence the files to you which will consider the time we spent recording and producing. We'd also like a copy of the CD and a sleeve credit so we can show off to family and friends!

Chargeable Sessions

Whilst most of our Soundcheck performances are free-to-air sessions with invited bands, performers often ask about recording a live performance video session on a chargeable basis to use within their EPK (Electronic Press Kit).

The studio time hourly rate for chargeable sessions is £75 per hour which buys 2 people (audio and video), use of the studio and all our toys. You get the first 30 minutes of setup for free.

The pre-show prep and post show data handling is £30 per hour. Even on the least complex shows there will be about 2 hours of pre-show studio setup (getting as much ready as possible before you arrive) and data handling (copying files from cameras and recording kit to hard drives post recording). As a rule of thumb assume most sessions will attract £60 for prep and data handling.

The optional post-production hourly rate is £30 per hour, but bands may wish to mix and edit the raw files themselves – bring a Mac ready hard drive or USB stick so we can copy the data over – or we can upload to a shared Dropbox.

Fire Safety & Emergency Action

When you arrive, the studio manager will brief you on emergency procedures.

The fire wardens are Phil Moakes & Maggie Gregory.

Studio is equipped with smoke detection - monitored 24/7 by Verisure Ltd.

Foam and CO2 fire extinguishers are installed at the entry door and within the control room area.



If you discover a fire – Raise the Alarm by shouting ‘fire, fire, fire’ and making it known to the studio staff.

In the event of fire

- do not try to fight the fire – leave the building via the main entry door as quickly as possible.

- Do not delay and do not collect personal belongings.

- Evacuate the building and go immediately to the Fire Assembly point.

- Call the Fire Service by dialling 999.

There is a fire blanket available. It is next to the tea station.

Automatic external lighting is installed outside the entry door

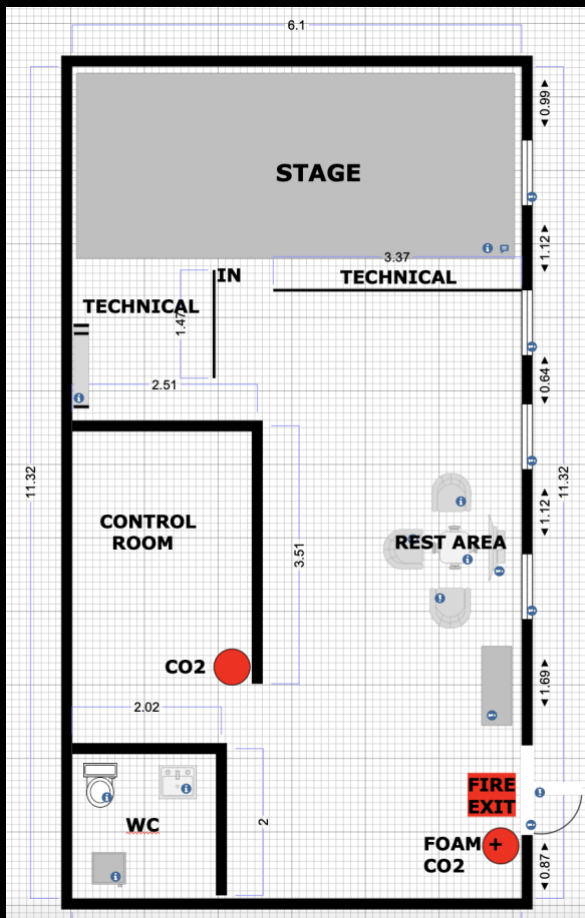
An emergency torch is available by the entry door.

In the event of fire – comply with the instructions provided by the studio staff.

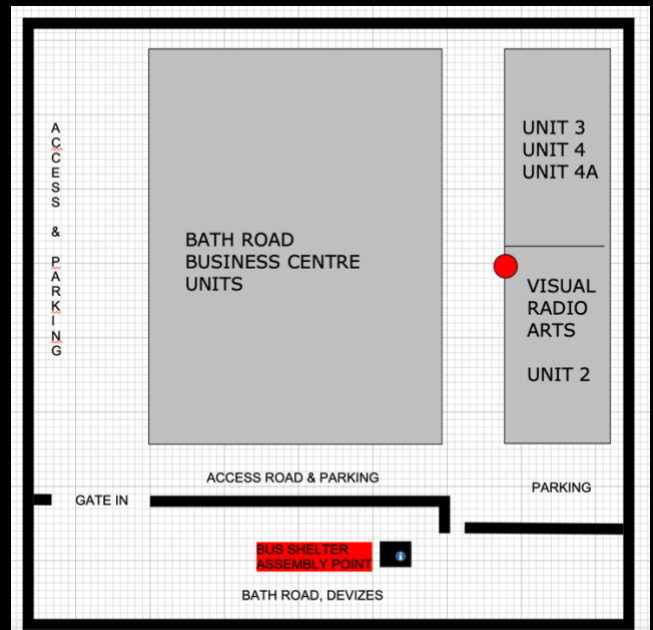
Fire Assembly Point – Off site, behind the bus shelter beyond the wall. Be aware of cars on the highway. Do not return to site until it has been declared safe by either the Fire & Rescue service or the Studio Manager/Fire Wardens.



Fire Safety & Emergency Action – Studio Layout



STUDIO LAYOUT SHOWING EXIT.



SITE PLAN SHOWING FIRE ASSEMBLY POINT

Fire Safety Management

Smoking & Vaping

Not permitted in the studio. Please smoke or vape behind the bus shelter.

WARNING – hand sanitizer contains flammable alcohol. Be careful with naked flame.



Emergency Exit

There is only 1 exit from the studio, via the main entry/exit door. **Do not obstruct** the access route to the exit with packaging, instrument cases or personal belongings.



Other health and safety notes

Insurance

Visual Radio Arts Ltd is insured under policy PL-PSC10002584158/02 with Hiscox Insurance.

Licensing

Visual Radio Arts holds a Limited Online Music Licence from PRS for webcasting your performance and streaming audio from Soundcheck Radio. If you are registered with PRS you should be able to make a claim. Our licence number is LE-0028378.

Visual Radio Arts holds licenses for the use of Channel 38 radio microphones and wireless IEM.

Fire Safety Management

Fire extinguishers are maintained and serviced by Bath & West Fire & Safety Ltd.

Fire Risk Assessment – Bath & West Fire & Safety Ltd.

Alarm system (inc smoke detection) is a 24/7 service managed by Verisure Ltd.

Electrical Safety

All Visual Radio Arts Ltd equipment is PAT tested (next due in 2023).

The premises holds EICR (Electrical Installation Condition Report) conducted by the Landlord's contractor in July 2021. Next test is due in 2026.

Workplace Noise

Performers and guests are provided with earplugs, headphones, or IEM. We use a noise meter to check sound pressure levels on the stage, in the room and externally.

Manual handling

We've got a trolley!! Use it.

First Aid

Maggie Gregory is our first aider. Course completed on 11/09/2021

First Aid kit, accident book, First Aid manual and guidance for treating electric shock are on the cabinet in the WC.




Hazards

A Hazard Log is available for your inspection. Hazards have been considered and risk mitigation lowered to ALARP (as low as reasonably possible).

Asbestos

Asbestos register confirms asbestos risk is low and confined to the external roof.

Yes	Encapsulate and monitor annually	15sqm	7					
AUK/24 2/025	Units 2 & 3	External	Roof	Profiled roofsheets	Significant	Corrugated cement	Fair	C
General remarks: The sheets cover the roof of both units. They were weathered but generally in reasonable conditoin.								
Material identified?		Remedial measures:		Extent:		Material Assessment score		
Yes		Monitor annually		200sqm		4		

Building Units 2 & 3	Job no 12231/01	Sample Ref. No AUK/242/025	Photo 
Area External	Condition Fair		
Location Roof	Type of material Corrugated cement		
Installation Profiled roofsheets	Content CHRYSTILE Significant		
Material Assessment Score 4	RISK CATEGORY C		General remarks The sheets cover the roof of both units. They were weathered but generally in reasonable conditoin.

Security

The studio has a fully monitored alarm system managed 24/7 by Verisure Ltd.
We also have our own guard service ...



Good Neighbours

1. Our sessions take place out of normal business hours, but please be aware that others may be working on the Business Centre.
2. Our studio is next door to a dance studio used by school children – no smoking, no swearing – best behaviour!!
3. Please leave as quietly as possible.

COVID-19 Risks & Mitigations – 2023

- Visual Radio Arts has conducted a COVID-19 Risk Assessment.
- Whilst the UK Government has removed legal requirements and regulations, we will continue to observe basic common-sense measures.
- DO NOT come to the session if
 - You have COVID-19 symptoms (sore throat, new persistent cough, loss of smell/taste, persistent headache).
 - You, a close family member or a bandmate has received a positive test result in the last 10 days.
- Please take a Lateral Flow Test (LFT) on the morning of the show if possible or if you aren't sure about symptoms (could be a cold, could be flu etc).
- Please observe social distancing within the studio where possible/practical.
- Please use the hand sanitizer provided at the studio entry door.
- Control Room area is Out of Bounds unless we state otherwise.
- Please respect anyone's right to wear face covering.
- Minimise guests/non-performers.
- Tea/Coffee is available BUT we may ask you to make your own and to wash up afterwards.

That's All Folks!!